



At Sunbelt Marketing, we're looking to expand our team with talented professionals who are ready to take their careers to the next level. As one of the largest and most successful privately held distributors of plumbing, piping and HVAC-R products in the United States, we are seeking an experienced Receiving Supervisor to fill an immediate need at our Austell Distribution Center.

As Receiving Supervisor, you will:

- Maintain and develop a productive warehouse by training receiving team members
- Coordinate and supervise unloading/stocking of inbound shipments ensuring accuracy of both product and paperwork
- Assume responsibility of the day-to-day operations for the department to include stock adjustments and inventory replenishment
- Understand the importance of moving freight into and throughout the warehouse quickly, efficiently and accurately
- Review and analyze product flow while working with team members to make continuous improvements
- Lead by example and provide feedback to team members on a regular basis to ensure best practices for receiving, labeling, sorting and moving product are properly implemented
- Ensure warehouse space is utilized effectively and kept clean and orderly
- Perform other tasks and special projects as assigned by the Warehouse Manager when needed

In addition, the Receiving Supervisor is expected to perform supervisory responsibilities based on the company's policies and procedures as they relate to interviewing, hiring, and training employees; appraising performance; rewarding and disciplining employees; addressing complaints and resolving conflicts.

A Bachelor's Degree from a four-year college or university is preferred, but 3 – 5 years of prior warehouse/receiving experience will be considered.

A successful Receiving Supervisor will possess the following:

- Overwhelming desire to deliver exceptional customer service both internally and externally
- Strong sense of pride and ownership in helping drive positive results for a team
- High level of commitment to treating peers and employees with respect
- Outstanding organizational and communication skills

Sunbelt Marketing does not discriminate against any applicant for employment, or any employee because of age, color, sex, disability, national origin, race, religion or veteran status.