



Distribution Manager

Arbitech is a thriving and established company recognized as the leading alternative distributor of computer products in the United States. Arbitech employees enjoy exemplary benefits and amenities, in a fast paced and fun environment. We are looking for a Distribution Manager to join our rapidly growing team.

Duties and responsibilities include, but are not limited to:

- Manage warehouse staff; including scheduling, approving time cards, training, performance management, hiring and administering disciplinary measures.
- Plan, develop and implement organization policies and goals consistent with established company policies and procedures.
- Ensure the distribution team delivers efficient operations and meets distribution performance goals.
- Direct warehouse operations while driving productivity to maximize distribution capabilities and operational efficiencies
- Ensure inventory maintains optimal levels by conducting physical counts and reconciling the data using internal systems.
- Analyze current processes and implement improvements
- Troubleshoot issues within departments to ensure cohesion.
- Collaborate with the logistics manager to ensure shipments are happening efficiently
- Ensure health and safety standards are met
- Report directly to the President and CFO
- Manage overtime and work with the human resource department to ensure compliance with all applicable laws.

Candidate must possess the following:

- College Degree and relevant work experience
- Extensive knowledge of warehousing, logistics, inventory systems and processes
- A minimum of 5-7 years supervisory experience in a distribution setting preferred
- Excellent communication and professional demeanor
- Lean Six Sigma Certification is a plus, as well as experience with SAGE MAS 500

If you are driven, resourceful, able to solve problems and think on your feet, we want to talk to you. Positive, energetic, roll up your sleeves attitude is a must. The ideal candidate will demonstrate organizational, interpersonal, teamwork and problem solving skills. Additionally has the ability to plan ahead and deal with unexpected changes. As well as demonstrate a high level of personal initiative without constant supervision.

