



Warehouse Supervisor

Posted by: Greatsell Fulfillment YYZ

Posting date: 06-Jan-2026 **Closing date:** 05-Jul-2026

Education: College diploma

Language: English

Job location: Brampton

Salary: \$36 Per Hour

Years of Experience: 1 year

Vacancy: 1

Job Type: Full Time

Job id: CAJ7286875

Job description:

Location: 5 Resolution Dr., Brampton, ON L6W 0A5

Job Duties

1. Supervision & Coordination

- Supervise, coordinate, and schedule the activities of warehouse workers, including material handlers, shippers/receivers, forklift operators, and inventory clerks.
- Assign work duties, monitor daily performance, and ensure tasks are completed safely and efficiently.
- Provide training and guidance to new and existing staff on warehouse procedures, safety standards, and equipment use.

- **Operations & Workflow**
 - Plan, organize, and optimize workflow for receiving, storing, picking, packaging, and shipping goods.
 - Ensure proper handling of materials, minimize damages, and promote efficient movement of inventory throughout the warehouse.
- **Inventory & Documentation**
 - Monitor inventory levels, oversee stock rotation, and ensure accurate record-keeping in warehouse management systems (WMS).
 - Verify shipment documents, packing slips, bills of lading, and ensure accuracy of incoming and outgoing products.
- **Equipment & Safety Compliance**
 - Ensure safe operation of material handling equipment such as forklifts, pallet jacks, and lift trucks.
 - Conduct regular safety inspections, enforce workplace health and safety rules, and report hazards or equipment issues.
 - Assist with scheduling equipment maintenance and coordinating repairs when necessary.
- **Quality Control**
 - Inspect incoming and outgoing shipments to ensure quality, quantity, and compliance with company standards.
 - Address discrepancies, damages, or shortages and coordinate corrective actions with suppliers or internal departments.
- **Staff & Performance Management**
 - Participate in hiring, onboarding, and performance evaluations of warehouse team members.
 - Resolve work-related issues, promote teamwork, and maintain high morale within the warehouse department.
- **Reporting & Continuous Improvement**
 - Prepare daily and weekly operational reports, including productivity, inventory status, and safety compliance.
 - Recommend improvements to warehouse procedures to enhance efficiency, accuracy, and cost control.

Job Requirements

1. Education

- Completion of post-secondary school is required.
- Post-secondary coursework in supply chain, logistics, or warehouse operations is an asset.

- **Experience**

- Minimum 1–2 years of experience in warehouse operations, material handling, or related areas.
- Previous experience in a supervisory or lead-hand position is preferred.

- **Technical Skills**

- Knowledge of warehouse management systems (WMS) and inventory control procedures.
- Ability to operate material handling equipment (e.g., forklift, pallet jack); forklift certification is an asset.
- Strong understanding of safety protocols and WHMIS regulations.

- **Soft Skills**

- Strong leadership and team-management abilities.
- Excellent communication, problem-solving, and organizational skills.
- Ability to work in a fast-paced environment and manage multiple priorities.

- **Physical Requirements**

- Ability to lift up to 50 lbs as required.
- Comfortable working in warehouse conditions, including standing for long periods and performing repetitive tasks.

Work hours

- 35 hours per week

Salary & Benefits

- \$36.00 per hour
- 5 days paid personal / sick leave
- Yearly bonus based on performance
- Medical insurance

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: info@greatsell.ca

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