

Job title	Warehouse Supervisor	Reporting to	Warehouse Manager
Location	CASCO Pet HQ, (Horsham, West Sussex)	Position type	Full time/Permanent
Direct Reports	N/A		
The Company			
<p>CASCO Pet is a global business specialising in pet and aquatic shop fitting and revolutionary veterinary clinical housing with manufacturing and sales operations around the world. We are proud of our reputation for innovative and flexible designs which place us as the market leader in the pet and veterinary industry.</p> <p>Established in 1997, our Head Office is based in the UK with offices across Europe (Germany, France, and Portugal), the USA and Australia.</p>			
Job Description			
<p>The role of Warehouse Supervisor requires a proactive and enthusiastic individual to provide efficient, professional, and comprehensive assistance to the Warehouse Manager. This is an extremely busy role where you will be required to undertake a range of duties in this dynamic and fast paced global operation and to work with the team to maintain the efficient working of the warehouse.</p>			
Key accountabilities - main areas of responsibility			
<ul style="list-style-type: none">Assist the Warehouse Manager in their duties and deputise as requiredOversee all warehouse activities including stock, schedules, health and safetySupervise and direct team, escalating issues as they ariseTrack inventory - inbound, outbound and inter-company transfers and report stock levels on a weekly basis to ensure the smooth running of supply in both raw and finished goodsMaintain administration and retrieval systems on SageInspect and approve the quality and quantity of goods or equipment received and shipped outManage and adhere to our procedures relating to the monitoring and management of company issued stock, and assetsEnforce health and safety standards and security proceduresCommunicate with Customer Success team regarding stock queriesOversee logistics of receiving, dispatching and warehousing operationsAssess, analyse and develop actionable plans for loss prevention and productivityWork between the office, warehouse and out in the field as the role requiresMeet with suppliers and other third parties as required			
Contacts - External		Contacts - Internal	
<ul style="list-style-type: none">CustomersSuppliers		<ul style="list-style-type: none">Customer SuccessSalesFinance	

<ul style="list-style-type: none"> Contractors 	<ul style="list-style-type: none"> CASCO Pet Entities in Portugal, USA, Germany, Australia
Role Related Expertise required	
Qualifications/Experience	
<ul style="list-style-type: none"> Previous experience in a similar role in a fast paced, global, dynamic environment Strong IT skills and a good working knowledge of Excel and Outlook Familiarity of Sage and Smartsheet would be an advantage Full, clean driving license 	
Required Skills	
<ul style="list-style-type: none"> Excellent organisational and prioritisation skills with strong attention to detail Strong analytical and problem-solving skills Good communication skills (both verbal and written) and able to communicate at all levels Experience managing a fleet of vehicles, as well as managing warehouses and stores Good time-management skills Ability to conduct yourself professionally at all times, ensuring you maintain a high standard written and verbal communications, not limited to email, and instant messaging as appropriate 	
Incentive Scheme	
<ul style="list-style-type: none"> 22 days holiday per annum plus bank holidays plus an additional day's leave for each completed year of service up to a maximum of 25 days Company bonus subject to the business achieving annual target Auto-enrolment Pension On-site parking 30 minute lunch break Wellness Health scheme 	