

## Operations Supervisor

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Company: Caterpillar

Location: Grimbergen

Category: other-general

Job Description:

### **Your Work Shapes the World at Caterpillar Inc.**

When you join Caterpillar, you're joining a global team who cares not just about the work we do – but also about each other. We are the makers, problem solvers, and future world builders who are creating stronger, more sustainable communities. We don't just talk about progress and innovation here – we make it happen, with our customers, where we work and live. Together, we are building a better world, so we can all enjoy living in it.

**Caterpillar is the world's leading manufacturer of construction and mining equipment, diesel and natural gas engines, industrial gas turbines and diesel-electric locomotives. We are a leader and proudly have the largest global presence in the industries we serve.**

**Our Logistics Center in Grimbergen is an indispensable link in the chain. From here we support our supply chain at every turn. Every day, thousands of spare parts leave our warehouse for dealers and customers all over the world. Our Logistics Center is an essential hub for the Middle East, Europe and Africa. We organize the transport to these regions and provide a reliable after-sales service.**

### **Function description**

As a supervisor, you are responsible for the daily supervision of storeroom operations in a specific area. This entails organising and supervising the operation in the most efficient, customer oriented and safe way. As well as ensuring a high level of quality and focus on timely execution of tasks at hand, including initiating and executing improvement opportunities.

## Major responsibilities

- \* Coach a team of 25-30 employees who perform a number of warehouse activities: receiving, locating, order-filling, packing, loading and shipping of spare parts.
- \* You are responsible for the efficient organisation of your area and attain the pre-established productivity, quality and efficiency standards.
- \* You ensure that the activities in your area are performed in conjunction with the other areas by closely collaborating with your colleagues supervisors.
- \* You are responsible for the operational processes in your area, and initiates and/or contributes to improvement projects.
- \* You ensure proper training and development of the employees in your area.
- \* You are responsible for a safe and clean work environment and ensure adherence by your team.
- \* You analyse area results and strive for lean management and will take appropriate actions for improvements.

## Requirements

- \* Bachelor / Master degree or equivalent experience
- \* Motivation and skills to independently lead a group of employees.
- \* Good communications skills, adjusted to the audience and situation at hand
- \* Organisational talent and analytical skills
- \* Pro-active and hands-on
- \* Previous relevant experience in warehouse environment can be an asset
- \* Profound knowledge of MS Office applications
- \* Fluent knowledge of Dutch, and English.

## Posting Dates:

March 12, 2024 - May 3, 2024

Caterpillar is an Equal Opportunity Employer (EEO).

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