



Job Title:	Elizabethtown Warehouse Manager	Position Type:	Full-Time
Department:	Outlying Warehouse	Benefits Package:	Yes
Location:	Elizabethtown, KY	Reports To:	Shipping Supervisor / Operations Manager

Applications Accepted By:

Fax: 270-789-0470
Email: info@wholesalehardwoodint.com
Online: wholesalehardwoodint.com/career-opportunities/

Mail:
 Wholesale Hardwood Interiors, Inc.
 1030 Campbellsville Bypass
 Campbellsville, KY 42718

Job Description:

Job Summary:

The warehouse manager is responsible for overseeing the daily operations within their warehouse location. This includes taking orders for walk-in customers, scheduling deliveries and pick-up of materials on job sites, keeping up with accurate inventory and submitting stock transfers when material is needed. This individual will communicate regularly with customers, outside sales representatives, and the corporate office to provide timely delivery and service of products. Responsible for managing a small group of team members and directing them on daily tasks that need to be completed.

Job Responsibilities:

- Schedule customer orders for deliver or pickup
- Maintain an accurate Inventory of stocked products
- Uphold a high standard of quality and service
- Foster a clean and efficient work environment
- Conduct performance evaluations for warehouse staff
- Oversee cross-training of employees to create a well-balanced team

Skills /Qualifications:

- Previous experience in management is a plus, but not required
- Basic computer skills
- Good leadership, communication, and organizational skills are necessary for success.

*Wholesale Hardwood Interiors, Inc. specializes in your home's interior needs. This includes every type of **Moulding**, from floor to ceiling, **Specialty Millwork**, of all shapes and sizes, **Doors**, molded or solid wood, and a wide variety of **Stair Parts**. WHI's goal is to stock as many high-demand items as possible to serve customers with the shortest turnaround time. WHI's growth over the last 40 years is attributed to three aspects: quality, service, and integrity. We intend to treat others the way we would want to be treated. In the millwork industry, we feel this includes quality products, exceptional service, and integrity you can count on.*

For Questions Contact Us By:

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