

FISHER HAWAII
OFFICE PRODUCT WAREHOUSE & WHOLESALE CLUB
KAKA'AKO • DOWNTOWN • MAPUNPUNA

RECEIVING WAREHOUSE SUPERVISOR

ESSENTIAL FUNCTIONS:

- Schedule delivery shipments to all stores and reconcile discrepancies in a timely manner
- Train staff on Fisher Hawaii excellent customer service; receiving and processing shipments accurately; maintaining warehouse planogram
- Ensure team members follow operating policies and procedures
- Encourage, counsel, re-teach and provide positive feed-back
- Ensure staff completes daily tasks and special projects in a timely manner

QUALIFICATIONS:

- High school diploma or equivalence
- Lift up to 50 lbs and transport merchandise within the store
- Experience using hand trucks, carts; operate pallet jack; drive forklift
- Possess basic computer skills; utilize excel spreadsheets, communicate via emails; familiar with POS system
- Possess exceptional organizational skills

WORK HOURS:

- Full-time; 40 hours a week
- Flexible schedule from 7:00am to 8:00pm, including weekends and holidays
- Overtime may be required

COMPENSATION:

- To be determined; based on experience

BENEFITS:

- Paid HMSA medical, prescription, dental and vision insurance
- Paid holidays; vacation; sick leave
- Participation in 401K
- Employee discounts