



Position Profile

Position Title: Warehouse Team Lead
Reports To: Whs Operations Manager
Location: Woodbridge, Ontario
Compensation: Salary Range: \$35k to \$40k.
Comprehensive benefits package

Summary of Position:

Leads team members in areas of quality and dependability; is able to adapt and lead change to ensure the organization increases service levels.
Responsible for accuracy of inventory monthly cycle counting
Be able to work overtime to meet the daily/ monthly deadlines.
Coordinate daily work flow.
Check in vendor shipments for accuracy by confirming quantity and lot numbers
Pick and Pack customer orders for shipment, applying the appropriate labels for the scheduled delivery.
Process orders to the invoicing stage and process packages through shipping system
Generate daily proper shipping documentation for carriers and shipping manifest for customer service.
Back up to Warehouse Operations Manager for building maintenance duties.
Assist with all aspects of the distribution center when needed.
Maintain a clean, organized work environment, free from materials that interfere with properly executing above duties or inhibits efficient, correct shipping of customer orders or cause safety issues.

Must Have:

- Self motivation
- Ability to multi-task effectively
- Administrative skills
- Strong interpersonal and customer orientation skills
- Strong computer skills (Microsoft Word & Excell,)
- Adaptability to changing demands and conditions
- Ability to analyze current process and recommend changes to improve results.

Desired Skills and Qualifications:

- Forklift operation
- Knowledge of WHIMS
- Health and Safety committee experience –maintain minutes and reports
- GMP facility experience- working, Implementing and training of GMP procedures

- Minimum of three years of distribution center (over 1000 sku's)
- Minimum of three years of successful leadership experience.
- Stay calm under work related pressure
- Strong organizational and communication skills

Essential Requirements:

- Be able to climb stairs and ladders unassisted
- Possess normal eye-hand co-ordination
- Be able to stand for a period of time in excess of 90 minutes
- Be able to bend, stoop carry, grasp, kneel, and lift without assistance
- Be able to lift a minimum of 70lbs without assistance
- Be able to apply common sense understanding to carry out instructions, interpret documents, as well as be able to read, speak, write and understand standard English professional Journals, technical procedures, and regulations
- Be able to solve practical problems
- Be able to perform basic arithmetic computations (i.e. add, subtract, multiply, and divide using whole number, fractions, ratios, percentages, proportions, and decimals) and work with mathematical concepts.
- Be able to use phones, PCs, and other business machines, unassisted.

Organizational Profile

For over a century, Dentsply has been committed to providing the dental community with innovative, high quality, cost effective products. From humble beginnings in 1899, the company has grown to become the largest professional dental products company in the world. With facilities in 22 nations on six continents, the Company distributes its dental products in over 100 countries under some of the most well established brand names in the industry. Worldwide, the profession now depends upon Dentsply for innovative new products that advance the practice of dentistry.

Operating under four groups; Imaging, Small equipment, Consumables and Laboratory, Dentsply designs, develops, manufactures and markets a broad range of leading dental products. They include, but are not limited to, prosthetics, endodontic instruments and materials, prophylaxis paste, dental sealants, ultrasonic scalers, and crown and bridge materials. In addition the organization remains committed to the development of innovative, high quality, cost effective new products for continual introduction to the dental market.