



<b>Job title</b>	<i>Material Handling Lead</i>
<b>Reports to</b>	<i>Warehouse Manager</i>

### **Position Summary**

This role involves both leadership and warehouse management skills. This means managing day to day material handling operations along with strategically positioning Hudsonville Ice Cream in the best way to leverage our warehouse and freezer capabilities.

### **Objective**

The objective of this position is to develop warehouse management strategies that will deliver best in class results. This position should help drive continuous improvement in day-to-day operational efficiencies, while also developing strategies for future state operations. Help build and develop a group that has a relentless focus, intensity and a sense of urgency and purpose to everything they do.

### **Duties and Responsibilities**

- Help develop and implement new ideas or thought processes to drive efficiency through continuous improvement efforts.
- Can effectively problem solve issues as they arise.
  - Personal
  - Equipment
- Develop KPI's and hold the team accountable to these indicators to drive performance.
- Maintain a clean and orderly work environment.
- Strong written and verbal communication across a multi-shift facility.
- Work for long periods of time in -10 to -20 degrees below zero (with appropriate PPE).
- Mentor and guide staff to ensure the team has the uses resources efficiently.
- Set the tone for your area.
- Help to ensure equipment and facility is maintained properly.
- Communicate clear instructions and expectations for team members.
- Help manage the flow of day-to-day operations.
- Provide input on the team members performance.
- Help with training and development.
- Ensure safety and productivity of all employees.
- Enforce all safety and SOP's.
- Help enforce adherence to GMP's.

### **Disclaimer**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

## **Qualifications**

- Education
- Specialized knowledge
- Personal characteristics
- High school diploma & BS degree in relevant area, or 10 years of related work experience.
- High level of Employee Safety and Food Safety Program Best Practice knowledge.
- Proven working experience as a project administrator in the Food Technology sector.
- Solid technical background, with relevant process understanding and hands-on experience.
- Demonstrate self-initiative to address project and plant concerns where necessary.
- Excellent internal and external communication skills.
- Detail oriented written and verbal communication skills.
- Solid organizational skills including attention to detail and multi-tasking skills.
- Strong working knowledge of Microsoft Office and other food process programs.
- Willingness to work a flexible schedule to meet plant and project goals.

## **Physical Requirements**

Regularly required to stand at least 9 hours, walk, bend, and use both hands for repetitive grasping, and lifting. Able to support some daily overtime and breakdown occurrences. Average of 40 – 50 hours per week.

## **Benefits**

- 401K with a generous match
- Vacation
- Insurance (Health, Dental, Vision, Disability, Life)
- Bonus Plan
- Unique Wellness Incentives

## **Why Hudsonville Ice Cream?**

At Hudsonville Ice Cream, we offer a first-class work environment with a real family feel. We appreciate and recognize the hard work, and dedication of our team members. We firmly believe that our employee's fiscal, physical, and mental health are essential elements to our organization's overall success. It is with this philosophy in mind that we offer a competitive wage and benefits package that starts day one. Moreover, Hudsonville Ice Cream is committed to its team members continual growth and development.