

Southwest Tennessee Community  
College (14464)  
To: Employment Counselor  
Date: 09/09/2020



Family Dollar  
1800 FAMILY DOLLAR PKWY  
West Memphis, AR, 72301  
www.dollartree.com/careers

is now hiring!

### Inventory Control Supervisor

**Number of openings:** 1  
**Employment status:** Full-time

**Shift:** Varies

#### General Summary:

This role reports to the ICC Department Manager and is responsible for the Inventory Control operations on their shift. Supervise up to 30 associates. Oversee the direction, coordination, and evaluation of Inventory Control workflows. Evaluate workflow trends and inform the management team of potential risks, issues arising and concerns regarding inventory control processes. Partner with management to develop action plans that promote inventory accuracy through continuous process improvements, foster best practices and achieve the Distribution Center and Family Dollar initiatives and goals.

#### Principal Duties & Responsibilities:

1. Ensure compliance with established Distribution Center policies and procedures.
2. Analyze reports measuring the effectiveness of the Distribution Center.
3. Coordinate communication with Corporate Office, Stores and Distribution Center Management to provide timely solutions to inventory issues.
4. Periodically audit department processes to include Receiving, Storage, Forklift, Shipping, Bulk and Repack.
5. Direct the scheduling and ensure performance of inventory cycle counts and physical inventories.
6. Determine the plan for the storage of all inventory product using Catalyst driven data and statistical reports to maximize pick and reserve location productivity.
7. Partner with Damaged>Returns area to ensure that product is credited in a timely manner and managed effectively.
8. Provide necessary leadership to ensure the Distribution Center compliance to quality requirements.
9. Follows all Company policies and procedures
10. Responsible for overseeing facility IT functions.
11. Other duties as assigned

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Salary will always start at no less than the state minimum wage.

Please contact Ernst & Young at 866-834-5115 with any questions. Thank you for your assistance.  
We appreciate you sending qualified applicants to our stores and facilities.