

TRICOR WAREHOUSE MANAGER

TRICOR Logistics Center

Job Class: Executive

Salary: \$38,967 - \$49,151 Annually

Location: Nashville, TN



TRICOR
6185 Cockrill Bend Circle
Nashville, TN 37209

For more information contact:
Nikki Turner
615.741.1779

To apply please send your resume
and salary requirements to:

TRICOR.HumanResources@tn.gov



*All State of Tennessee
facilities are smoke free
environments.*

*The State of Tennessee is
an equal opportunity, equal
access, affirmative action
employer.*

Job Description:

TRICOR is seeking an exceptional individual to lead its warehouse operations. This position is responsible for the day to day operations of the warehouse planning, delivery scheduling and the hiring and training of offender workers on receiving, inventory control, order picking, and shipping accuracy.

Primary Responsibilities:

- Focus on continuous improvement to insure efficiency, cost reductions, cost competitiveness and a valued customer experience based on best practices;
- Accomplishes warehouse staffing objectives by selecting, training, assigning, scheduling, coaching, counseling, and disciplining offender workers; communicating job expectations; planning, monitoring, appraising job contributions; adhering to plant rules, policies and procedures.
- Responsible for the monthly payroll and performance evaluations of offender workers.
- Meets warehouse operational standards to strategic plans; implementing production, productivity, quality, and customer service standards; resolving problems and identifying warehouse system improvements.
- Ensures delivery of supplies, inventory and equipment by coordinating transfers with related departments.
- Maintains storage area by organizing floor space; adhering to storage design principles; recommending improvements.
- Maintains inventory by conducting monthly physical counts; reconciling variances in data.
- Keeps equipment operating by enforcing operating instructions; troubleshooting breakdowns; coordinating preventive maintenance and calling for repair work as needed.
- Schedule pickup and delivery appointments; enter changes into system to maintain accurate and timely shipment status and communicating changes to customers.
- Maintains budget and meets expectations;
- Build relationships with TRICOR customer support staff to resolve customer and driver issues to prevent service failure to the customer;
- Other duties and special projects as assigned by management.

Education, Experience and Qualities:

- Required: High School Diploma or Equivalent and three (3) - five (5) years supervisor experience in warehouse and/or manufacturing.
- Associates Degree or above preferred.
- Excellent computer skills required.

Key Competencies:

Supervision, Safety & Time Management, Data Entry Management, Reporting Skills, Analyzing Information, Deadline-Oriented, Equipment Maintenance, Organization, Excellent Verbal & Written Communications, Customer Focus, Critical Thinking, Decisive, Life-Long Learner, Relationship Management and Results Oriented, Self-starter.

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State of Tennessee Benefits

Health Insurance	401K & Retirement Pension Plans
Dental Insurance	Textbook Reimbursement
Vision Insurance	Continuing Education Discounts
Incentive Plan (subject to plan criteria)	Employee Learning & Development
Flexible Spending Accounts	Life Insurance

For more information regarding health options you may visit:

<http://www.partnersforhealthtn.gov/>

For State of Tennessee pension plan:

<http://treasury.tn.gov/tcrs/PDFs/hybridplan.pdf>

For Deferred Compensation – 401K:

<http://treasury.tn.gov/dc/>

TRICOR exists to provide occupational and life skills training for Tennessee's incarcerated population through job training, program opportunities, and transitional services designed to assist Offenders with a successful reintegration into society. TRICOR operates multiple businesses ranging from data entry and printing to agriculture and manufacturing. TRICOR offers Tennessee's state, county and local government's quality goods and services and competitive pricing.

TRICOR transforms lives on a daily basis.

TRICOR designs programs to make an impact on the lives of offenders and prepare them for success after release.



TRICOR is committed to continuous performance improvement, which enhances the impact it has on the offender workforce by making them a critical part of a team driven by internationally-recognized high performance standards. To accomplish this, TRICOR uses the Malcolm Baldrige Framework and participates in the Tennessee Center of Performance Excellence (TNCPE) process. TNCPE, a non-profit organization dedicated to making Tennessee a better place to live and work through use of the national Baldrige Excellence Framework, has provided TRICOR with the tools and development necessary to move our organization toward best in class status. Our involvement has not only strengthened our business and program operations, but is providing our offender workforce the opportunity to work and develop their skills in an environment, which prepares them to achieve self-sufficiency once released from prison.