

# Career Opportunity

## ABOUT AGLC

AGLC is a dynamic organization leading Alberta's gaming, liquor, and cannabis industries. Our team of high performers is driven to provide our customers with outstanding service and Albertans with choices they can trust.

### ABOUT THE POSITION

**Supervisor, Shipping/Receiving & Transportation**

**Competition #: 19-104**

**Salary: \$51,422.22 to \$63,062.82 per annum**

**Closing Date: Monday, August 26, 2019**

**Position Location: St. Albert**

### JOB SUMMARY

Do you like to keep things moving? Do you have strong leadership, organizational and time management skills? If so, we may have the job for you!!

Reporting to the Distribution Manager, Supply Chain, this supervisory role is responsible for scheduling all shipping/receiving staff who oversees our Calder, Corriveau and Calgary warehouses. Managing staff across three separate warehouses to ensure deliveries are received in a scheduled manner that supports the gaming supply chain can be challenging. As such, using your strong leadership skills you will support staff in the day to day activities of these warehouse; by providing coaching and mentoring to a diverse team. You will allocate workloads accordingly, follow up with staff on assignments and provide issues resolution for the team as needed.

Your thorough knowledge of materials and inventory management systems will be utilized for the coordination of pick-up and deliveries of all shipments to support the different revenue streams within the Division. As well, you will be responsible for reviewing inventory levels of shipped supplies and order replacements as required.

As this role is expected to interact and work with numerous internal and external stakeholders, strong communication, organizational and time management skills are a must. Having dynamic leadership skills to help continually enhance, improve and empower a strong, effective and focused team of employees would also be considered an asset.

### SKILLS/QUALIFICATIONS

- High school diploma is required. Supply chain or logistics certification would be considered an asset.
- Four (4) years' experience in supply chain, logistics or a similar field at a supervisory level is required.
- Knowledge of the gaming industry would also be an asset.
- Experience with the inventory management systems JDE, Clientele and Solochain would be preferred.
- Experience with Microsoft Word and Excel is required.
- Forklift certification is required.
- Experience in truck scheduling, supervision in a unionized environment and certification in WHMIS, TDG and fall protection would be assets.

**NOTE:** An equivalent combination of education and experience may be considered. Candidates with lesser qualifications may be considered at a lower classification and salary. This recruitment may be used to fill future vacancies.

## Career Opportunity

To be eligible to work for AGLC, you must be a Canadian citizen, permanent resident or eligible to work in Canada. We offer a comprehensive range of benefits. As a condition of employment you will be required to obtain a satisfactory security clearance and clean drivers abstract (if necessary) prior to employment. While we appreciate all applications we receive, we advise that only candidates under consideration will be contacted. AGLC is committed to creating a diverse environment and is proud to be an equal opportunity employer.

To learn more about AGLC and to view the complete job posting, please visit our website [aglc.ca](http://aglc.ca)

### ABOUT THE DIVISION and BRANCH

#### Gaming & Cannabis Division

This Division manages the business operations related to the conduct and management of the province's gaming industry.

There are four areas of responsibility driven by discreet "mantras":

1. Product Marketing Management (Buy It, Market It)
2. Relationship Management & Business Development (Sell It)
3. Supply Chain Management (Build It, Ship It, plan to Install It)
4. Customer Service Excellence (Service It)

**Supply Chain** is responsible for developing, organizing and implementing the strategic and planned initiatives of all gaming products, ensuring all divisions are working collaboratively to move the product to the end user. The Supply Chain is accountable for the warehousing and inventory, shipping and receiving, preparation and support, of nearly 25,000 electronic gaming devices deployed in all gaming networks. This includes supporting parts replacement and repair on electronic parts.

When applying for a competition, please submit a cover letter and resume (either in word or pdf format). Please name your documents using your first and last name along with the competition number. For example: John Smith Competition Number XX-XXX

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