

Warehouse Coordinator - Greenfield

Your tasks

The purpose of this position is to establish, implement and control processes for all warehouse functions and activities in accordance with Continental guidelines. The role includes leading optimization projects of existing warehousing processes, planning and developing new procedures, performing regular inventory taking activities and monitoring inventory age and structure. Additionally, the position involves, coordinating with service providers and overseeing safe material handling activities, while maintaining a clean and organized workspace as well as supporting plant and BA KPIs.

- Supports order management and customer service with paperwork and any additional communication as it relates to deliveries and shipments.
- Plan and implement the plant's logistic concept according to production control plan, layout and standards.
- Work with Scheduling, Production and Quality to ensure we are receiving accurate communication to ensure on time delivery.
- Use communication channels to alert team members of potential issues/ concerns.
- Schedule and maintain clear open line of communication with Operations and other internal customers.
- Oversee Material Handlers daily tasks.
- Constantly review open orders, order status and stock items to ensure goods are shipping on time and not holding unnecessary stock.
- Provides daily, weekly and monthly reports as required.
- Attend weekly, monthly, and supply chain meetings as needed and required.
- Ensure accurate and correct processes are followed for shipping and receiving.
- Manages all inbound, outbound and material handling (from warehouse to production) operations.
- Responsible for use, execution and implementation of SAP WM, MM and SD within WH team.
- Inventory control including but not limited to cycle & annual stock taking (definition, planning & execution). Inventory adjustments with root cause analysis.
- Material movement from warehouse o production.
- Ensure proper FIFO.
- Ensures materials are correctly assigned to bins/slots and pu away correctly.

Your profile

- Bachelor's degree: Engineering, Logistics, business or similar
- 3 years of experience in warehouse activities such as Shipping, receiving & Material Handling



Job ID

REF83093C

Field of work

Logistics

Location

Aguascalientes - Contitech

Leadership level

Leading People

Job flexibility

Onsite Job

Contact

Marcela Martin del Campo

Legal Entity

**ContiTech Mexicana, S. de R.L.
de C.V.**

- 3 years of experience in personnel management.
- SAP WM and MM modules
- Advanced English
- CTPAT
- Experience in managing unionized personnel for at least 2 years.

Our offer

At Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.

#LI-MM1

¿Listo para conducir con Continental? Tome el primer paso y llene la solicitud en línea.

About us

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.