



WE DELIVER FULFILLMENT

Go Direct is a Third-Party Logistics (3PL) company with locations in Mississauga ON, Calgary AB, and Columbus Ohio. We're a fast-growing, team- focused company that's seeking new talent to join us on our exciting journey.

We are committed to exceeding our customer expectations by identifying and developing opportunities that enhance our customer's supply chain strategies. Through experienced leadership, creative innovation, and state-of-the-art technology, we are committed to continuous operational improvement. Our business philosophy is based entirely on delivering the highest standards of quality service in the most efficient manner possible. We believe every order, every client, every customer, and every employee of Go Direct deserves fulfillment.

We are dedicated to helping our clients succeed. From our front-line team members on our service desk to our innovative engineering team, we are constantly working to support our customers' growth. We're always looking for great people, so if you're dedicated to your craft and thrive in a dynamic environment, join our Go Direct team.

ROLE: Kitting Supervisor

Position Overview

The Kitting & Assembly Supervisor is responsible for the supervision and efficient functioning of all kitting and assembly related activities.

What You Will Be Doing

- Supervise and manage employees to complete the assembly of kits according to predetermined lists within time constraints
- Communicate with customers and company management to meet production needs and address customer questions and/or concerns
- Coordinate with Operations Manager to ensure proper staffing is maintained to meet customer needs
- Work with team leads to address any staff issues and to ensure production timelines are met
- Manage the optimization of resources, staff, and processes to support company's continuous improvement goals
- Responsible for management of all data related but not limited to performance analysis and problem identification/resolution
- Work with quality assurance and management to recommend and implement process improvement changes

- Develop SOPs/related training documents to ensure efficiency and standardization in work and training
- Ensure maintenance of all inventories with particular attention to lot and expiration data
- Comply with all company and customer SOPs
- Participate in, contribute to, and potentially lead various committees within the company
- Creatively solve problems requiring attention to detail in a fast-paced fulfillment environment
- Collaboratively work with management team to anticipate business needs and proactively problem solve
- Work with vendors and freight carriers to ensure timely shipment of products
- Participate in recruiting, performance appraisals & disciplinary actions
- Other duties as assigned

About You

- College Degree or equivalent industry experience of at least 3 to 5 years
- Fluent in speaking/reading/writing English strongly preferred
- Familiarity with computers and Microsoft Office Suite
- 5 years supervisory experience
- Ability to collaborate, build and motivate teams, and multi-task
- Good analytical skills
- Excellent oral and written communication skills
- Experience in kitting, distribution and/or pick/pack required

What We Offer

- A culture that is both rich and diverse, focused on onboarding great talent
- A collaborative environment built on a foundation of Teamwork
- A coach committed to supporting the achievement of your personal career goals
- Health Care Benefits & Rewards Programs
- Competitive Compensation Program
- A culture that promotes a healthy, fulfilling work/life balance while offering long-term career opportunities

Equal Opportunity Employer

Go Direct is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

COVID-19 Precautions and Considerations

- In line with Health recommendations and risk assessments
 - Remote interview process available
 - In-person interview process available
 - Personal protective equipment provided or required
 - Social distancing guidelines in place
 - Virtual meetings
 - Sanitizing, disinfecting, or cleaning procedures in place
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To apply to this job, please submit your resume and a cover letter to Careers@godirectsolutions.com
Please ensure the job title you are applying for is in the subject line.

Thank you for your interest in working with us at Go Direct. If your application meets the criteria we will be in touch