



Cross Dock Supervisor

Location: Ontario, CA

Department: Operations

Employment: Full Time

Shift: Monday-Friday 4:30pm – 1:00am

Salary: TBD

About Our Company

Come work for a great company with strong employee retention and a team of industry veterans with true passion for what they do. GSO, a General Logistics Systems Company is a leading regional delivery carrier which has been providing Priority, Ground, and Freight services throughout the West since 1995. Thousands of companies across all industries rely on our company to deliver time-critical packages and documents every day because we've got an amazing team that goes the extra mile for our customers. We're always looking to expand our team with like-minded professionals, therefore if this job might be a good fit for you, send us your resume.

Position Summary

The Cross Dock Supervisor is responsible for effectively supporting the Operations Management teams' efforts in ensuring day-to-day operations needs are met and maintain great service for our customers. The Cross Dock Supervisor is also expected to meet performance standards set by management and to comply with all company policies and procedures. This position reports directly to the Operations Manager.

Responsibilities & Duties

- Oversee and direct the daily PM warehouse and cross dock operation to ensure that line haul and warehouse package handler standards are met
- Coordinate the offloading, processing, sorting, palletizing, and loading of all freight into the Ontario warehouse
- Ensure that line haul truck arrival and departure times are met
- Review daily load sheets to coordinate the transfer of freight to the correct depot; manage, train, and direct shift supervisors, leads, and package handlers
- Communicate daily with Directors, Operations Manager, supervisors, leads, and package handlers
- Work directly with Operations Manager and RHR Manager in the recruitment, hiring, training counseling and termination of staff employees
- Ensure that daily/monthly missorted package goals are met
- Review KPI reports to ensure daily/monthly standards are being met
- Monitor direct labor cost daily/monthly to meet cost standards
- Work directly with PM Service manager to coordinate the arrival times of packages and truck loads to the warehouse
- Communicate and work with Fleet Manager in resolving truck and equipment issues to expedite repairs
- Make necessary adjustment on the warehouse floor as needed daily
- Ensure that warehouse safety standards are met

Qualifications Needed:

- Associated Degree, proof of completion of college courses, and/or High School Diploma
- 2 or more years of experience in warehouse operations/cross dock supervisor
- Excellent communication skills
- Ability to process information in a timely manner
- Proficient with Microsoft Office
- Forklift, pallet truck, and pallet jack certified

Benefits for Full-Time Employees

- 401K with employee matching
- Healthcare benefits
- PTO & Sick Leave
- Direct Deposit

To Apply:

Please email your resume and cover letter to careers@gso.com OR
come down to apply in-person 1600 Champagne Ave Ontario, CA USA 91761: Mon-Fri 8am – 4pm

EEO Commitment:

GSO, a General Logistics Systems Company, is an Equal Employment Opportunity (EEO) employer and is committed to a diverse workforce. We welcome all qualified applicants to apply to at GSO and we strive to select the best qualified applicant for each position in our organization. Applicants will receive fair and impartial consideration without regard to race, sex, color, national origin, age, disability, veteran status, genetic data, gender identity, sexual orientation, religion or other legally protected status, or any other classification protected by federal, state, or local law. GSO complies with all laws and regulations relating to employment discrimination, and is always committed to doing what's right.