

Position ERP Manager - Los Angeles

Position title:	ERP Manager – Los Angeles
Company:	MOJO RENTAL North America llc
Location:	Los Angeles, CA
Reports to:	Managing Director

Role Content and Purpose

We are seeking a highly skilled and proactive ERP Manager to join our team. The ERP Manager will play a key role in supporting, customizing, and optimizing our ERP software solution to enhance business processes across the company. This role will involve the further development of current ERP system, project management, and close collaboration with logistics and other departments to improve operational efficiency and lead management.

Specific responsibilities:

- **ERP System Development & Customization**
 - Support in the continuous development and enhancement of our ERP software solution to meet evolving business needs
 - Customize and configure dashboards, workflows, material availability functions, and reports to ensure maximum efficiency and usability
- **Leadership & Team Management:**
 - Supervise and lead a team of warehouse staff, including forklift operators, pickers, packers, and inventory control personnel.
 - Assign tasks, monitor performance, and provide training to ensure that staff are working efficiently and safely.
 - Foster a positive, collaborative work environment while enforcing company policies and procedures.
- **Inventory Management:**
 - Oversee inventory control processes, including receiving, storing, and organizing goods.
 - Perform regular stock audits, maintain inventory accuracy, and manage stock levels to avoid shortages or overstock.
 - Ensure proper labeling, categorization, and storage of products to maximize space and prevent damage.
- **Order Fulfillment & Shipping:**
 - Manage the picking, packing, and shipping of orders, ensuring accuracy and timeliness.
 - Coordinate with logistics teams to schedule deliveries and optimize transportation routes.
 - Monitor packaging quality and ensure orders are shipped in accordance with customer specifications and deadlines.
 - Ability to fulfill local orders, ad hoc
- **Safety & Compliance:**
 - Enforce safety procedures to ensure a safe working environment for all warehouse staff.
 - Maintain compliance with local, state, and federal regulations, including OSHA standards.

- Conduct regular safety training and implement corrective actions when necessary.
- **Process Optimization:**
 - Identify areas for improvement in warehouse operations and implement best practices to increase productivity and efficiency.
 - Utilize warehouse management software (WMS) to track inventory and streamline operations.
 - Implement cost-saving initiatives while maintaining quality standards.
- **Reporting & Documentation:**
 - Prepare regular reports on warehouse performance, including inventory levels, order accuracy, and employee productivity.
 - Maintain accurate records of shipments, returns, and inventory adjustments.
 - Work with other departments to ensure that all warehouse operations align with company goals.

Qualifications:

- **Experience:**
 - Minimum of [2] years of experience in warehouse management, logistics, or supply chain operations.
 - Experience with warehouse management systems (WMS) and inventory control software.
- **Skills & Competencies:**
 - Strong leadership, communication, and interpersonal skills.
 - Ability to manage multiple tasks and prioritize effectively in a fast-paced environment.
 - Excellent organizational and problem-solving skills.
 - Proficiency in Microsoft Office Suite and warehouse management software.
 - Proficiency in driving forklift
 - Skilled in DIY tasks, including repairs, assembly, and troubleshooting various mechanical or structural tasks
- **Physical Requirements:**
 - Ability to lift up to 50 pounds and perform physical tasks such as bending, standing, and walking for long periods.
 - Comfortable working in a warehouse environment, including exposure to varying temperatures and noise levels.

Character:

Build out, motivate, encourage and team oriented to achieve and surpass business goals, making changes where necessary

Ability to work in a team, and willingness to take on additional and special tasks

This job description outlines key responsibilities and qualifications for a Warehouse Manager role.

The role offers the opportunity to an astute and driven, hands on business leader with relevant asset management experience.

Benefits:

- **Competitive Salary and performance-based bonuses**
- **Health, dental, and vision insurance**
- **PTO and holiday pay**
- **401k and FSA**

- **Opportunities for career growth and development:**

Please send all resumes to: recruiting_us@mojorental.com