

Logistic Manager

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Company: TalentViet

Location: Ho Chi Minh City

Category: other-general

Job Description :

Production Plan.

- To receive the market, supply chain information to impart to logistics staffs and concerned departments.
- To make plan and regulate the production activities based on Supply chain net demand, safety stock, delivery time and real capacity of the factory.
- To control and follow up the process of all concerned sections (workshops, Quality Control, Quality Assurance...) to satisfy supply chain net demand in time.
- To be responsible for assure the manufacturing components (raw material, Packaging material, consumable) for workshops and others department.
- To control follow up and push the RM and PM delivery schedule in time.
- To forecast yearly budget of finished goods, raw material, packaging material as well as consumable.

Warehousing

- To assure the warehouse activities effectively to issue components for workshops and concerned department in time.
- To assure the warehouse arrangement logically in place and in system according to company procedures (HSE, GMP...)
- To anticipate warehouse capacity to assure that warehouse will run smoothly.

Management

- Set up and monitor operation budget.

- To build, update, and maintain a system of allocating human resources, training team members, managing, and compiling procedures complying with the common activities of company.
- To coordinate with concerned departments to perform, control, follow up the common activities and projects such as HSE, GMP, company policy...
- To receive company policy about human resource management, administration... to impart and obey it
- To maintain, arrange, and train team members following pharmaceutical procedures (GMP, GSP), company procedures (ISO) and health safety environment (HSE).

Job Requirement :

Please submit your updated CV to cuong.nguyen@talentviet.com or directly contact Ms. Kim Cương at (08) 3910 1126 - ext 113

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