



DRI Corporation
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OPEN POSITION

WAREHOUSE MANAGER

DRI Corporation (NASDAQ®: TBUS) is a technology leader within the surface mass transportation markets around the globe. For more than 25 years, we've been designing, manufacturing, marketing, and servicing our proprietary line of digital communications and security products for the public transit industry – products that improve the flow, mobility, and safety of people traveling through transportation infrastructure. With corporate offices in Dallas, Texas, we serve our customers through subsidiaries in Durham, N.C., Australia, Brazil, Germany, Singapore and Sweden, as well as a joint venture in India.

We are seeking a Warehouse Manager to manage and control receiving, shipping, resale order fulfillment, distribution and storage activities of the Company's Warehouse Department, as well as to help ensure the efficiency, accuracy, maximum utilization of facilities, and proper tracking in the Material Requirements Planning (MRP) system. The Warehouse Manager develops and administers operational procedures for activities, such as verification of incoming and outgoing shipments, handling and disposition of materials, and keeping warehouse inventory accurate. The Warehouse Manager implements measures to protect warehouse contents against loss and the safety of employees, and presents strategic proposals to the Director of Operations for warehousing activities.

The successful candidate will be responsible for the following:

- Leads the processes of receiving, handling, storing, packaging, moving and distributing materials into, around, and out of the Warehouse Department, as well as supporting Exact® Macola transactions and documentation
- Analyzes Warehouse Department activities and suggests strategic proposals for the Warehouse Department function
- Develops and implements Warehouse Department processes to improve accuracy of stock status
- Manages deliveries and handling of goods to ensure goods are properly loaded and unloaded and properly tracked in the MRP system
- Develops processes to accurately track material flow and completes the corresponding MRP transaction correctly and timely
- Ensure safe practices to protect Warehouse Department contents and the safety of employees. Follows Good Manufacturing Practices (GMP) in the handling of all materials

- Responsible for timely and accurate customer shipments and resolution of issues arising from shipments to include corrective actions as required
- Responsible for ensuring Warehouse Department staff is knowledgeable, trained and in compliance with all aspects of Warehouse Department duties and MRP transaction processes
- Schedule and supervise routine maintenance and inspection of Warehouse Department equipment
- Motivate, organize and encourage teamwork within the Warehouse Department and other departments to achieve productivity goals
- Develop strategies for efficient storage and ability to maximize corporate resources
- Performs regular physical safety inspections of the Warehouse Department and Production area and identifies hazards and incidents of regulatory non-compliance, and recommends corrective measures
- Daily coordination of materials to manufacturing floor
- Daily Warehouse Department equipment safety inspection

We are looking for an individual that possesses the following key competencies:

- Working knowledge in MRP systems and transactions to capture material flow
- Demonstrated ability to problem solve, reason and make judgments
- Strong verbal, written and interpersonal communication skills with the ability to maintain shipping schedule through inter-departmental communication and leadership
- Proven track record for successful project completion
- Ability to understand instructions and underlying principles and apply them to continuous improvement activities
- Ability to take complex issues and break them down into action items
- Ability to be hands on and contribute to the day to day work flow in the Warehouse department
- Detail oriented
- Effective utilization of productivity tools (e.g. Microsoft® Word®, Excel®, Outlook®, etc.)
- Self-starter that works well unsupervised
- Ability to adapt to a fast-paced, ever-changing environment
- Ability to lift up to 50 pounds and wear steel toe shoes
- Proven ability to multi-task and meet milestones and deadlines
- Demonstrable team leadership skills
- Demonstrated expertise with MRP systems
- Detailed working knowledge of transaction processing and related accounting practices
- Experienced in processing orders for resale items
- Experience developing and using an extended traffic and distribution network to get products to various customer locations on-time, correctly and without damage
- Demonstrated ability in performing analyses and utilizing digital metrics and statistics to measure the activities and progress of projects and initiatives

The qualified applicant should have a Bachelor's degree in Business or Production/Operations Management from an accredited educational institution is preferred. Minimum of eight (8) years of experience working in a manual warehouse environment is required. Five (5) years of experience with Quality Processes, Six Sigma, and Lean Manufacturing is desirable. Experience in a small, manual manufacturing environment preferred.

Please forward a resume **with salary requirements** to hr@digrec.com.

We prefer a resume in a Word format attachment.

No resumes accepted from third parties.

Visit our Web site at www.digrec.com.

**DRI VALUES DIVERSITY AND WE ARE PROUD TO BE AN
EQUAL OPPORTUNITY EMPLOYER**

M/F/V/H/D