



## Warehouse Manager

**Job Title:** Warehouse Manager  
**Employer:** Pet King Brands, Inc.  
**Department:** Operations And Logistics Team  
**Reports To:** Director of Operations  
**Location:** On-site: Bandera Rd. in San Antonio, TX 78250  
**Job Type:** Full-time Exempt  
**Shift:** Monday thru Friday, Day Shift  
**Date Posted:** 12/21/2023  
**Expiration Date:** 1/26/2024

**The budgeted salary range for this position is \$50-60K annually.**

**Pet King Brands Inc. (PKB)** is currently hiring a **Warehouse Manager** with recent experience in managing an FDA-regulated facility, fulfilling multiple entity orders, improving various facets of warehouse operations, and coaching staff. The Warehouse Manager will be an essential Operations and Logistics Department member at PKB headquarters and will work closely with each PKB executive and department leader. Upon joining, the Warehouse Manager must quickly learn and document (SOPs) all current warehouse processes and then efficiently improve these processes to make this warehouse a catalyst for Pet King Brands, Inc.'s future expected growth.

### Job Requirements:

- 3+ years' experience managing an FDA-registered warehouse site with hourly staff.
- High school degree required; associate degree preferred.
- Experience knowledge of OSHA, DOT, USDA, FDA, and EPA regulations
- Proficient in creating and enforcing warehouse procedures and SOPs.
- Critical thinking and leadership skills
- ERP distribution software experience
- PC software proficiency (Windows, Microsoft Products), data collecting, and reporting using MS Excel
- Effective written and verbal communication skills
- Active Forklift Certification
- Fluency in English is preferred; Spanish is a plus.

### Duties & Responsibilities

- Expertly perform daily warehouse and staff duties, including order processing, product picking and packing, shipping, receiving, and processing quality control, and assembly work.
- Manage inventory accuracy, order fulfillment, and shipping claims to support the Operations and Logistics Team.



- Optimize warehouse productivity and staff critical thinking skills through regular training and coaching sessions to reduce escalating issues.
- Regularly update procedures and SOPs and maintain a safe, healthy environment that meets PKB's high safety, security, and stability standards.
- Implement new practices to enhance warehouse efficiency, reduce costs, and improve data accuracy to drive profitability and customer satisfaction.
- Optimize the utilization of the warehouse space to efficiently organize products while making the most out of the company's resources and tools.
- Manage relationships with warehouse partners and vendors.
- Perform other related duties as assigned by management.

#### **Physical Demands and Work Environment:**

- Frequent standing, walking, climbing, balancing, bending, stooping, kneeling, crawling, and sitting.
- Manual labor, lifting items to sixty (60) pounds.
- Able to stand and sit for extended periods, including computer work.
- Physically capable of operating industrial machinery such as forklifts, pallet jacks, and wrapping machines.
- Occasionally exposed to extreme heat, cold and humidity (weather-related).

#### **Job Benefits:**

- Salary range: \$50-60K per year
- Healthcare insurance (medical, dental, & vision) on the 1st of the following month of hire for you and your family
- Group life insurance
- Long-term disability insurance
- Paid time off and holidays
- Company-matched retirement plan after one year

**Pet King Brands Inc.** is a successful woman-owned company specializing in **ZYMOX®** and **Oratene®**, pet remedy-oriented consumer brands, for over 25 years. Our patented **LP3 Enzyme System** provides easy-to-use, chemical-free, antibiotic-free ear and skin remedy products and superior oral protection against breath, plaque, and periodontal disease. We have successfully sold our products to retail and veterinary locations across the US through our distributors and brokers and using integrated e-commerce platforms to sell directly to our consumers.

Email your resume to [humanresources@petkingbrands.com](mailto:humanresources@petkingbrands.com) to join our family and drive our growth forward into the future.



*Pet King Brands Inc. is an Equal Opportunity Employer. Employment opportunities are available to all qualified candidates regardless of race, religion, gender, gender identity, sexual orientation, national origin, age, military or veteran status, disability, or any other characteristic protected by applicable law.*

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*The above is intended to describe the general content of and requirements for the performance of this job. It should not be construed as an exhaustive statement of duties, responsibilities, or physical conditions. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.*