



<https://govhelp.in/job/dtdc-recruitment-2023-freshers-jobs-supervisors-post/>

DTDC Recruitment 2023 – Freshers Jobs – Supervisors Post

Hiring organization
DTDC

Job Location

India
Remote work from: Brazil

Date posted
June 3, 2023

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Valid through
31.12.2023

Base Salary

USD. 11,000 - USD. 17,500

APPLY NOW

Qualifications

12th Pass, Graduation.

Employment Type

Full-time

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Description

DTDC Recruitment 2023

DTDC, a renowned logistics and courier services company, is inviting applications for the position of supervisor. This is an exciting opportunity for freshers who are looking to start their careers in the logistics industry and gain valuable experience in a dynamic work environment. As a Supervisor at DTDC, you will play a crucial role in ensuring efficient operations and delivering high-quality service to our customers.

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DTDC Jobs Near Me

Responsibilities:

1. Operations Management: Oversee and manage daily operations at the assigned DTDC facility. Ensure timely and accurate processing of incoming and outgoing shipments. Monitor the handling, sorting, and distribution of packages to meet delivery timelines. Implement and maintain standard operating procedures (SOPs) for efficient workflow.
2. Team Supervision: Lead a team of frontline staff, including delivery executives and warehouse personnel. Assign tasks, provide guidance, and monitor performance to ensure adherence to quality standards and productivity targets. Conduct regular performance evaluations and provide coaching and training as needed.
3. Customer Service: Foster a customer-centric culture within the team and ensure a high level of customer satisfaction. Address customer inquiries,

complaints, and escalations promptly and professionally. Collaborate with customer service teams to resolve issues and improve service quality.

4. **Inventory Management:** Maintain accurate inventory records and ensure stock levels are sufficient to meet customer demands. Conduct periodic stock audits and coordinate with procurement teams for replenishment. Implement measures to minimize loss, theft, and damage of goods.
5. **Compliance and Safety:** Ensure compliance with company policies, procedures, and regulatory requirements. Promote a safe working environment by enforcing safety protocols and providing training on proper handling and storage of goods. Investigate and report any safety incidents or accidents.

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DTDC Careers

Qualifications:

- Bachelor's degree in any field (preferably in Logistics or Supply Chain Management).
- Strong leadership and supervisory skills.
- Excellent communication and interpersonal skills.
- Good organizational and time management abilities.
- Ability to work under pressure and meet deadlines.
- Proficiency in using computers and basic software applications.
- Knowledge of logistics operations and processes is desirable but not mandatory.

• Freshers with a passion for the logistics industry are encouraged to apply.

Important Links **Find the Link in [Apply Now](#) Button**

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