



now hiring!

ADCORP MEDIA GROUP NOW RECRUITING FOR LOGISTICS/ INSTALLATION SUPERVISOR

JOB DESCRIPTION:

Adcorp Media Group is a privately held media company based in Westchester County, New York. We offer prominent signage across diverse formats in most of the major supermarkets in the Northeast. Due to our rapid expansion, we are recruiting for a new management position within our Product Installation Department. This individual will be responsible for integration of information, inventory, warehousing, material handling, and installer scheduling.

Position Responsibilities:

Accountability & responsibility for the inventory of all company display products
Coordination with Production Manager for deployment of our suite of supermarket based advertising
Scheduling of installation technicians daily, weekly, monthly with particular emphasis on efficiency and cost effectiveness
Facilitate the creation and enactment of procedures and improvement strategies
Satisfactorily solve customer issues related to department deployment

The successful candidate for this position will possess the following:

- Experience in Distribution Logistics, consisting of order processing, warehousing, inventory, and scheduling
- Excellent written, verbal & organizational skills
- Good customer relationship management skills
- Proficient in Microsoft Excel
- Willing to work overtime when asked and early mornings as necessary
- Must work effectively in both team & individual contributor roles
- Personal vehicle with a clean driving record

We are a company that believes in and practices promotion from within. Exciting, rewarding and rapid growth opportunities are available for people who wish to contribute to a leading high performance organization.

If you consider yourself to be a hard-working team player please call us at 914-909-2960 or email us at info@adcorpmg.com and apply for this position now!

This is a full-time position.

Salary Range: **\$30-\$40,000 to start: Salary commensurate with education, experience and skills**

Visit our website for more info www.AdcorpMG.com

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Adcorp Media Group supports the efforts of the Wounded Warrior Project. We welcome the opportunity to assist war veterans transition to the workforce and we encourage veterans of the military to apply.

Proud Supporter of



**WOUNDED WARRIOR
PROJECT**