



MANUAL DE FUNCIONES

Identificación del Cargo	
Nombre del cargo:	2. JEFE DE LOGISTICA
Dependencia:	AREA OPERATIVA
Número de Cargos	Uno (1)
Reporta a (Nombre del cargo):	GERENTE

Requisitos Mínimos	
Requisitos de Formación	Ingeniero industrial, administrador de empresas, especialidad en logística
Requisitos de Experiencia	Dos (2) años de experiencia profesional relacionada.

Objetivo principal

Es el máximo responsable del correcto funcionamiento, coordinación y organización del área logística de la empresa, tanto a nivel de producto como a nivel de gestión de personal, con el objetivo de distribuir a los clientes los pedidos de mercancía en tiempo y forma.

Funciones Esenciales
• Coordinar las diferentes áreas de almacén (entradas, reposición, preparación de pedidos y transporte de los mismos). • Optimizar la política de aprovisionamiento y distribución de la empresa. • Optimizar, organizar y planificar la preparación y distribución de pedidos. • Optimizar procesos de trabajo. • Gestionar y supervisar al personal a su cargo.

Manual De Funciones De Una Empresa Constructora

M Carnoy



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Organización de la empresa constructora Gerhard Dressel,1976 Manual de informaciones ,1999-05 ,

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y comunicación del Sistema de Gestión Ambiental (SGA). SEAG0211 Estefanía Torreblanca Fernández,2023-07-24

Libro especializado que se ajusta al desarrollo de la cualificación profesional y adquisición del certificado de profesionalidad SEAG0211 GESTIÓN AMBIENTAL Manual imprescindible para la formación y la capacitación que se basa en los principios de la cualificación y dinamización del conocimiento como premisas para la mejora de la empleabilidad y eficacia para el desempeño del trabajo Mediciones y presupuestos Fernando Valderrama,2007 Este libro tiene como objetivo fundamental enseñar a

realizar mediciones y presupuestos tanto a los alumnos de arquitectura arquitectura técnica e ingeniería como a los profesionales con poca experiencia Pero para alcanzar ese objetivo es imprescindible describir los restantes documentos escritos variantes y complementos requeridos actualmente por un proyecto es decir todo aquello que se entrega habitualmente en formato DIN A4 como la memoria y el pliego de condiciones Este libro considera que una parte importante del trabajo del profesional de la edificación se realiza antes durante y después del proyecto considera que el proyecto no es solo una serie de planos con una memoria que los justifica sino que todos sus documentos deben mantener un punto de vista integrado demuestra que el presupuesto es una parte interesante y no burocrática del proyecto que aporta valor al profesional y mejora la calidad de la construcción Este libro se centra en el aprendizaje de los procesos y no en los contenidos concretos es decir no enseñar a medir redondos o tabiques pero dice cómo se aprende se ciñe a la normativa vigente identifica el origen de sus criterios y se pregunta sobre el objetivo de cada tarea en lugar de dogmatizar sobre la forma de hacerla está expresamente preparado para ser utilizado en los sistemas de enseñanza activa promovidos dentro del Espacio Europeo de Educación Superior puede ser un libro de texto o un libro para el profesional que apenas estudió estos temas en la carrera y que cree que hay vida más allá de los planos Formación y orientación laboral 9.ª edición 2022 GONZÁLEZ ACEDO, JOSÉ

CARLOS,PÉREZ AROCA, ROSARIO,2022-05-30 Formación y Orientación Exitosa El manual perfecto para conocer los principios básicos de funcionamiento del Derecho laboral y la prevención de riesgos laborales dotar de las competencias necesarias para el trabajo en equipo en el ámbito empresarial y facilitar las herramientas que ayuden a solventar conflictos Además presenta los instrumentos necesarios en la búsqueda de empleo proporcionando la preparación necesaria durante la transición la inserción y la adaptación a la vida activa y laboral Esta nueva edición totalmente puesta al día incluye las últimas actualizaciones en materia laboral entre las que destacan el Real Decreto Ley 32 2021 de 28 de diciembre de medidas urgentes para la reforma laboral el RD 152 2022 de 22 de febrero por el que se fija el SMI para 2022 y el Real Decreto Ley 6 2022 de 29 de marzo por el que se adoptan medidas urgentes para dar respuesta a las consecuencias económicas y sociales de la guerra en Ucrania

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