



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

Gerhard Dressel



Manual De Funciones De Una Empresa Constructora:

Organización de la empresa constructora Gerhard Dressel,1976 **Manual de informaciones** ,1999-05 ,
Manual de organización de la administración pública paraestatal, 1977 Mexico. Coordinación General de Estudios
Administrativos,1977 **Manual de organización de la administración pública paraestatal** ,1977 Determinación y
comunicación del Sistema de Gestión Ambiental (SGA). SEAG0211 Estefanía Torreblanca Fernández,2023-07-24 Libro
especializado que se ajusta al desarrollo de la cualificaci n profesional y adquisici n del certificado de profesionalidad
SEAG0211 GESTI N AMBIENTAL Manual imprescindible para la formaci n y la capacitaci n que se basa en los principios de
la cualificaci n y dinamizaci n del conocimiento como premisas para la mejora de la empleabilidad y eficacia para el desempe
o del trabajo *Formación y orientación laboral 6.ª edición 2019* GONZÁLEZ ACEDO, JOSÉ CARLOS,PÉREZ AROCA,
ROSARIO,2019-05-20 Formaci n Orientaci n xito El manual perfecto para conocer los principios b sicos de funcionamiento
del Derecho laboral y la prevenci n de riesgos laborales dotar de las competencias necesarias para el trabajo en equipo en el
mbito empresarial y facilitar las herramientas que ayuden a solventar conflictos Adem s presenta los instrumentos necesarios
en la b squeda de empleo proporcionando la preparaci n necesaria durante la transici n la inserci n y la adaptaci n a la vida
activa y laboral Jos Carlos Gonz lez Acedo es licenciado en Administraci n y Direcci n de Empresas y profesor de Ense nza
Secundaria en la especialidad de FOL Rosario P rez Aroca es licenciada en Psicolog a y profesora de Ense nza Secundaria
en la especialidad de FOL Adem s ambos son autores de los contenidos del m dulo profesional de FOL desarrollado para la
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perfecto para conocer los principios b sicos de funcionamiento del Derecho laboral y la prevenci n de riesgos laborales dotar
de las competencias necesarias para el trabajo en equipo en el mbito empresarial y facilitar las herramientas que ayuden a
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por la nueva Ley Org nica 3 2020 de 29 de diciembre de Educaci n y la Orden PCM 244 2022 de 30 de marzo que desarrolla

las normas legales de cotización a la Seguridad Social desempleo por cese de actividad FOGASA y FP para el ejercicio 2022

Jos Carlos González Acedo es licenciado en Administración y Dirección de Empresas y profesor de Enseñanza Secundaria en la especialidad de FOL Rosario Pérez Aroca es licenciada en Psicología y profesora de Enseñanza Secundaria en la especialidad de FOL Además ambos son autores de los contenidos del módulo profesional de FOL desarrollado para la educación a distancia de diversos Ciclos Formativos para la Consejería de Educación de la Junta de Andalucía y el Ministerio de Educación Cultura y Deporte

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Manual de ingeniería legal Raúl Oscar Médica, 1983

Manual de organización del gobierno federal, 1969

Manual de derecho del trabajo Gaspar Bayón Chacón, Eugenio Pérez Botija, Fernando Valdés Dal-Re, 1975 Textbook on the doctrine and sources of labour law in Spain covers individual and collective labour relations the labour contract freedom of association labour dispute the role of the State labour inspection and labour administration etc

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Boletín judicial, 1983

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