



## **WAREHOUSE SUPERVISOR**

### **MAGEE, NEW ROW, DONEGAL TOWN, CO DONEGAL**

Magee is a fifth-generation Irish family business with over 150 years' experience designing, weaving and tailoring luxury fabrics and high-quality garments based in Donegal Town. The Company's profile includes textile manufacturing in the Weaving Mill, wholesale, retail and e-commerce businesses. Lifestyle collections for Men, Women, Home & Accessories are sold via independent retailers and our Magee 1866 stores in Donegal and Dublin and website – [www.magee1866.com](http://www.magee1866.com).

We wish to recruit a qualified and experienced Warehouse Supervisor to work on Magee warehouse activities to ensure delivery of products on time & to correct quality standards.

Key Responsibilities: -

#### **Warehouse Stock Processing**

- Organise daily warehouse picking, packing and despatch of stock to Magee Retail stores & Trade/wholesale retailers (UK and Ireland)
- Organise receipt of garments into the warehouse, including unloading lorries, sorting, labelling and storing garments in correct sequence unto warehouse rails & stock bins.
- Co-ordinate weekly drop shipments to Magee Retail Stores (Donegal & Dublin).
- Carry out Quality spot-checks & feed relevant information back to the Quality manager.
- Organise & carry out pressing / steaming of garments if required.

#### **Transport and Customs**

- Use transport computer systems to generate shipping & transport documents.
- Understand import and export customs procedures and be able to process associated documents for shipments and collections.
- Organising staffing for peak demands including Sales & holiday dates.
- Use of scanners to conduct rolling / ongoing stocktakes of Magee garments
- Conduct monthly stocktakes of warehouse consumables – boxes, tapes etc.

#### **Warehouse & Customer Service**

- Help with occasional driving duties to Trade shows and photoshoots (liaise with Magee Weaving staff to organise)
- Act as Health & Safety representative for the warehouse and ensure that the building is maintained, including lift system & transport rails, fire & security alarm systems.

- Supervising & training of warehouse operators.
- Liaise with customer service team and respond to customer queries by phone & email as required.

Key Requirements: -

- Experience of staff supervision
- Experience in maintaining Quality standards
- Experience in shipping transport and customs clearance
- Experience in Health & Safety
- Computer literate & with ability to learn new systems
- Full driving license with a clear track record
- A valid forklift qualification
- Excellent attention to detail, including good verbal and written communication skills

This is a full-time position based in Donegal Town so the successful candidate must live within easily commutable distance. We are offering a competitive salary, free parking, staff discounts, Company pension scheme and workwear allowance.

Please submit your cv, together with a cover letter, Stephen Loughery – [sloughery@magee1866.com](mailto:sloughery@magee1866.com) . Please note that we will only be corresponding with shortlisted candidates.

**Closing date for applications is 1<sup>st</sup> May 2026**

[www.magee1866.com](http://www.magee1866.com)