

We are hiring



WAREHOUSE SUPERVISOR

We are looking for a responsible and experienced Warehouse Supervisor to join our team! As a Warehouse Supervisor, you will be responsible for ensuring the highest quality of the work and maximizing productivity of our warehouse.

DUTIES AND RESPONSIBILITIES

- Supervise shop floor employees.
- Assist with sales order processing.
- Ensure inventory management meet the required standard.
- Accurate receiving stock
- Ensure efficient and accurate picking & loading of stock for customers.
- Dispatching of customer orders
- Maintain safe work environment.
- Ensure compliance to policies & procedures.
- Ensure safe & proper stacking of inventory.
- Ensure deliveries to customers are scheduled and performed to the customers' expectations;
- Must be customer service orientated;
- Assist with security for the branch
- Ensure housekeeping is to the required standard.
- Performing a daily inspection of the warehouse grounds

REQUIRED QUALIFICATIONS / EXPERIENCE:

- Previous experience as a warehouse supervisor or a similar supervisory position.
Certificate in supply chain, logistics or a related field preferred.
- Excellent communication & organisational skills
 - Product knowledge would be an advantage
 - Strong administrative skills and attention to detail
 - Strong inventory/cycle count skills
 - Strong people and leadership skills
 - Awareness of ISO 9001, safety and good practice

If interested, send your CV and copies of certificates to production@kiarahchem.com not later than 18 FEBRUARY 2022

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