

Storeperson

As a Store person, you will participate in our warehouse & manufacturing operations and activities. You will store materials de-van containers and assist in other operations as required. The goal is to increase efficiency, profitability and internal customer satisfaction.

Responsibilities

- Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap ,label, ship);
- Devanning containers;
- Case making;
- Keep a clean and safe working environment and optimize space utilization;
- Complete diary logs into inventory;
- Report any discrepancies;
- Communicate and cooperate with supervisors and coworkers;
- Operate and maintain preventively warehouse vehicles and equipment;
- Follow quality service standards and comply with procedures, rules and regulations.

Requirements

- 2+ years experience within warehouse, stores environment;
- MAF Certificate (pref);
- Familiarity with modern warehousing practices and methods;
- Good organisational and time management skills;
- Ability to lift heavy objects;
- Current forklift certificate;
- Gantry Crane ticket or experienced in Gantry Crane operations.

Hours of Work

6.30am to 3pm Monday to Friday.

Once familiar with the daily operations, the hours may change to 8.30am to 5pm Monday to Friday.

Please send your cv details to anne.smith@jobsmith.co.nz mobile 021 045 0074