



JOB OPENING

We are looking for a hands-on On-Call Warehouse Assistant

Job Responsibilities:

- Check and inspect goods received and ensure they are of accurate quantity, type and acceptable quality.
- Replenish stock on shelves.
- Ensure that all inventory processes are completed within agreed timeframes.
- Keep stock control systems up to date and ensure inventory accuracy.
- Maintain physical condition of warehouse.
- Pack and label boxes before they are dispatched.

Job Requirements:

- Valid drivers license
- Must be able to drive Forklift
- Physically able to handle boxes and inventory.
- Reliable and responsible.
- Be a team player.
- Professional attitude and ability to be flexible and deal with change.
- Ability to work in a fast paced environment.

Please send your resume (in English) to: penha-recruitment@jlpenha.com

