

# WE ARE HIRING

Storeman



## Job Post for the position of a **STOREMAN**

Fabrinnox, a well-established sheet metal manufacturing company in Paarl, has a permanent opportunity available for a Storeman in the Plate Store of its Supply Chain Department.

The successful candidate will form part of a shift team and will be responsible for the effective and efficient functioning of the Plate Store during his/her shift.

**CLOSING DATE FOR APPLICATIONS: 15 November 2023**

### Tasks & Responsibilities include (not limited to):

- Responsible for the offloading of material (sheet metal) deliveries received, sort and store in shelves.
- Ensure receipt of correct material (sheet metal) according to the purchase order onto the system.
- Complete the necessary quality checks on quantity, grade, thickness, scratches and size.
- Prepare material (prime sheets or off-cuts) for delivery to the laser department and ensure correct material in size, thickness, grade and quality is delivered on time and in good condition according to plate reports, program numbers and schedules.
- Responsible for the recordkeeping of materials flowing from and to the Stores area and managing the inventory modules on the system (Syspro and eTrack), which include the verification of the material ID numbers and inventory.
- Make use of the full admin function on the system (Syspro and eTrack) to issue material to the laser department.
- Ensure the completion of monthly stock takes.
- Housekeeping through daily cleaning of forklifts, scrap and scrap bins as well as on the premises.
- Quality management by adhering to quality management system and auditing the system.
- Mini Business Unit participation for goal alignment, cleaning & organising and teamwork.

### Knowledge & Skills required:

- Self-disciplined with ability to work independently from supervision.
- Well organized, methodical and able to function well under pressure.
- Ability to work as part of a shift team.
- Prepared to work shifts, weekends and overtime as required.
- Honest

### Qualifications & Experience required:

- Senior Certificate
- Relevant tertiary qualification will be an advantage.
- 2 years' experience in similar environment – manufacturing and stores
- Computer literate – MS Office application (Outlook, Excel, Word), Syspro will be an advantage.
- Valid Forklift license will be an advantage.

**To apply, send your complete CV with supporting documentation, including ID to [Lduplessis@fabrinnox.com](mailto:Lduplessis@fabrinnox.com).**

*NB: Applications that do not meet the minimum criteria will not be considered.*

*If you have not received feedback within 10 working days from closing date of applications, your application was unfortunately not successful.*