



VACANCY

The vacancy below is now available at Dundee Precious Metals Tsumeb.

THE POSITION: **WAREHOUSE SUPERVISOR**

The incumbent will report to the **Warehouse Manager** and be accountable for:

ROLE ACCOUNTABILITIES:

- Legal, Safety, Health and Environmental compliance as well as promoting a safety culture in the area of responsibility.
- Warehouse and inventory management.
- Customer service and compliance.
- Work analysis, evaluation and reporting.
- Effective people management and supervision.

QUALIFICATIONS AND EXPERIENCE REQUIRED:

- Degree/Diploma in Warehouse and Inventory Management/Supply Chain Management or any other related field.
- Six (6) years of working experience in Warehouse and Supply Chain, of which four (4) years should be on a supervisory level.
- Relevant qualifications or short courses in staff management, supervision and frontline leadership.
- Good customer service.
- Knowledge of Microsoft Office Suite.
- Knowledge and experience of Enterprise Resource Planning (ERP) systems.
- Knowledge of Maximo will be an advantage.
- Valid forklift and truck driver's license.
- Excellent written and verbal communication skills.

- Strong working knowledge of warehouse operations and management.
- Strong organizational and time management skills and the ability to delegate.
- Excellent leadership and interpersonal skills.

All applications meeting the **minimum requirements** must be accompanied by a non-returnable detailed curriculum vitae, certified copies of qualifications and identification documents (ID). Applications should clearly indicate the position being applied for and should be sent as **one PDF attachment**. Applications not adhering to these rules will not be considered.

Only short-listed candidates will be contacted

Please forward applications to:

Human Resources Business Partner: Support Services
Dundee Precious Metals Tsumeb
P.O. Box 936, Tsumeb

Or

Email: dpmrecruitment3@dundeeprecious.com

CLOSING DATE: 11 December 2020

Applicants, who are not contacted within two weeks after the closing date, should consider their application unsuccessful.

Dundee Precious Metals Tsumeb is an Equal Opportunity Employer



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