

# BONGANI RAINMAKER

## EXTERNAL VACANCY

<b>OCCUPATION:</b>	Picker: Warehouse X 12 – (Fixed Term Contract - 7 Months)		
<b>OCCUPATION CODE:</b>	Level 6	<b>LOCATION:</b>	Middelburg, Mpumalanga
<b>REPORTS TO:</b>	Supervisor		

### SUMMARY OF THE JOB PURPOSE

To ensure that our facilities are supplied with correct stock as requested, and also ensure proper storage and handling of stock in the warehouse. Ensure that cold chain is maintained throughout the distribution process.

### QUALIFICATIONS AND EXPERIENCE

- Grade 12 (National Matric Certification at an NQF 4).
- Experience in a warehouse environment will be an added advantage.
- Preference will only be given to applicants from Middelburg.
- Applicants will be subjected to risk assessment checks. A clear verification record is required.

### ESSENTIAL CRITERIA/PERSON PROFILE (SUMMARY)

- Be able to read, write and communicate in English.
- Be able to count and collate accurately and correctly.
- Able and willing to listen, understand and carry out instructions.
- Able to solve problems, work under pressure and meet production deadlines.
- Understand and adhere to Occupational Health and Safety rules, quality standards, company processes and systems.
- Flexible, able and willing to work overtime when required and requested.
- Be able to physically meet the inherent requirements of the job which entails picking up/moving and carrying boxes, reading batch numbers and packing goods for long periods.
- Be able to communicate well with colleagues and superiors.
- Must have a clean criminal record.
- Must be honest, reliable, trustworthy and conscientious.

### SUMMARY OF RESPONSIBILITIES

- Picking of surgical and pharmaceutical stock according to pick lists.
- Pick stock strictly by product code, strength, batch number, generic name, pack size and expiry date.
- Ensure adherence to FEFO FIFO principles.
- Ensure that credits are minimised by picking correct stock as stipulated by the picking list.
- Check that quantities are correct as per picking list.
- Ensure hospitals and clinics are separated on pallets.
- Ensure the warehouse is always kept clean and no stock is left behind between the isles.
- Report any problems encountered during picking to superior immediately.
- Report any damages on goods or equipment to superior immediately.
- Adhere to GWP and Occupational Health and Safety regulations when working in the warehouse.
- Participate in the Bi-annual stock take.

### APPLICATIONS

Should you wish to apply for this position please submit your comprehensive CV and copies of supporting documents to Bongani Rainmaker Human Resources at the following email address **recruitment@rainmaker.co.za**, quoting the reference number on the subject line: **PICKER-MDB**. Closing date for applications is the **13 October 2024 at 18:00**.