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Antilliaans Dagblad

JOB OPENING

Warehouse Team Leader – Full Time

Entry Level Management Position with Management Development

Job Responsibilities:

- Responsible for planning, coordinating and monitoring the receipt, order assembly and dispatch of all goods
- Ensure the accurate receiving of the shipments
- Respond to and deal with team communication by email and telephone
- Keep stock control systems up to date and ensure inventory accuracy.
- Safeguard warehouse operations and contents by establishing and monitoring security procedures and protocols
- Maintain physical condition of the warehouse

Job Requirements:

- Strong sense of urgency and prioritization
- Very good computer skills and Excel skills
- Warehouse experience preferred
- Leadership skills and ability manage and build a team
- Decision making and problem solving skills
- Professional attitude and ability to be flexible and deal with change
- Ability to be flexible with working hours
- Ability to be standing for long periods of time and conduct physical/ manual work (boxes/ products)

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

