

Jobmaster

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WAREHOUSE ASSISTANT (BATU KAWAN, PENANG)

Hiring organization
Jobmaster

Description

- Move inventory and materials across facilities
- Process inventory for delivery
- Sort, organise and store inventory in the proper location
- Package items and label correctly
- Scan delivered items and ensure quality
- Report damaged or missing inventory to supervisors
- Stack and organise large bulk items
- Remove inventory from trucks or shipping and delivery to proper location
- Update logs and documentation for inventory processing
- Move materials from facilities to workstations, pick-up locations, or other locations
- Wear safety gear at all times
- Operate heavy machinery like forklifts to move or store inventory
- Ensure workspace is free of debris and remove safety hazards from aisles
- Work as an active team member to complete team goals
- Prepare documentation and inventory for audits

Employment Type

Part-time

Industry

Logistics

Working Hours

Morning Shift = 7am to 7pm

Night Shift = 6pm to 6am

Base Salary

RM 100 - RM 110

Date posted

September 13, 2021

Responsibilities

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Contacts

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