

Warehouse Storeperson

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Company: O'Brien Electrical and Plumbing

Location: Rowville

Category: transportation-and-material-moving

O'Brien Electrical & Plumbing Rowville

Part-TIME position start ASAP

MONDAY - FRIDAY

advantageous warehouse experience in a similar role

Position Description:

The Warehouse Storeperson is a general labour position with various admin tasks. You will pick products to fill orders, you will be physically moving and lifting product, ordering and organising the warehouse stock, assisting in daily closing down of warehouse, operating powered industrial vehicles (forklifts, pallet jacks) in a safe manner and maintaining an operator license, handling and preparation of paperwork and warehouse related reporting. This is more than just a pick/pack role and you will need to use your common sense and energy to bring 100% to the job every day. There is always something to do and the job is full time and always busy.

Primary Responsibilities:

Load and unload delivery trucks

Prioritise and pick material to fill orders

Organise the warehouse stock by product line

Perform periodic housekeeping tasks and assisting in daily closing down of warehouse

Compile and submit reports

Operate powered industrial vehicles (forklifts, pallet jacks, order pickers, etc.) in a safe manner and maintain an operator license

Arrange stock pick-ups and deliveries

Deliver stock to the site as required

Minimum Requirements:

Right to work in Australia

Basic computer skills

Drivers licence

What's on offer?

Full-time position

Great team environment

Lots of room to grow in the company

The application form will include these questions:

Which of the following statements best describes your right to work in Australia?

How many years' experience do you have as a warehouse storeperson?

Which of the following forklift licences do you have?

Do you have a current Australian driver's licence?

Do you have experience operating a forklift?

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