

BAT Picker: X1 Windhoek

Type of Notification: Vacant Position
Employee Type: Full Time
Employee Status: Permanent

Closing Date: 18 June 2025

PURPOSE OF THE POSITION

Picker is responsible for filling customer orders accurately, timeously and delivering them to the delivery area in a manner that meets company standards for safety, security and productivity. A Picker is also responsible for the completeness and correctness of all orders minimizing mistakes, rectify and/or report discrepancies.

RESPONSIBILITIES

- Filling customer orders and delivering them to the delivery area in a manner that meets company standards.
- Responsible for the completeness and correctness of all orders filled.
- Receive and check incoming orders for picking.
- Locate products as fast as possible.
- Retrieve orders according to quantity, size etc. ensuring accuracy.
- Build pallets with orders and position them to loading docks.
- Wrap orders before loading on trucks.
- Organises Stock items received to streamline picking.
- Organizes stock to optimize effective work space.
- Performs stock rotation on a regular basis.
- Reports all damaged stock and variances of stock items.
- Confirms pickings and rectify any discrepancies.
- Assists with monthly stock taking.
- Does general Housekeeping in the warehouse.
- Keep records of completed orders.
- Maintain equipment and report on malfunctions.
- Adhere to health & safety policies and quality standards
- Adheres to Company policies, procedures and practices.



SKILLS AND KNOWLEDGE

- Knowledge of own work.
- Knowledge of product range and warehouse setup
- Good communication skills.
- The ability to relate to co-workers.
- Flexible team player.
- Dependable and responsible.
- Result driven with good planning and organising skills.
- Dependable and responsible.
- Ability to follow and execute instructions

QUALIFICATIONS AND EXPERIENCE

- Grade 12
- At least two (2) years Warehouse experience.
- Experience in an FMCG environment will be an added advantage.

Wutow offers market related remuneration packages aligned with experience and qualifications. Applicants from previously disadvantaged groups and those living with disabilities are encouraged to apply. Interested applicant should apply using this link <https://www.wutow.com.na/vacancies/>. Please ensure to include three traceable reference contact. Only short listed will be contacted.