



PR/159190 | STORE SUPERVISOR

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1545431

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

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General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

JOB RESPONSIBILITIES

- To lead a team of store workers and monitor stock of inventory and manage stock balance accurately.
- In charge of store housekeeping and layout management.
- To perform stock related duties like updating stock card on time, picking, packing, labelling and delivering goods.
- To ensure on-time deliveries.
- To keep track expiry dates on the labels and identify expired consumables.
- To implement FIFO method for stock in and out for deliveries.
- To ensure organized stock movement and inventory allocation in store.
- To verify the stock cards at the end of each month.

JOB REQUIREMENTS

- Possesses Diploma or Skills Certificate in Store / Warehouse Management, Logistics or equivalent.
- Have 3-5 years of experience in managing store as well as monitoring stock movement & inventory.
- Ability to lead store workers and assign instruction to drivers.

