



ALFARIS

Position: Storekeeper	
QTY Required: 02	Work Location: Dubai
Min Years of Experience: 02 Years	Age Limit: Below 30 Years

1. JOB PURPOSE:

Organized and detail-oriented storekeeper to manage all of the operations in our storeroom

2. QUALIFICATION:

Graduate

3. DESIRED COMPETENCIES:

- ERP Knowledge
- Must be organized and punctual
- Analytical Skill to make accurate computations
- Ability to work effectively both independently and as part of a team
- Good interpersonal skills and able to work well with others in a fast-paced working environment

4. LANGUAGE SKILLS:

- English & Hindi is mandatory

5. RESPONSIBILITIES AND DUTIES

- Maintain receipts, records and withdrawal of the stockroom
- Receive, unload and shelve supplies
- Perform other stock related duties, including returning, packing, pricing and labelling
- Inspect deliveries for damage or discrepancies and report those to accounting for reimbursement
- Rotate stock and coordinate the disposal of surpluses

***Those interested kindly forward CVs to jobs@alfarisuae.com**

