

## Helper

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Company: PT SMART Tbk

Location: Pontianak

Category: other-general

## Description

Loading goods to commercial vehicles

Receiving and checking shipments of goods delivery

Doing loading goods to the dropping car

Loading goods = 100% loaded before pk. 08.00 or the previous afternoon

Stock stock goods in the warehouse, with the difference of Goods

Stock warehouse stock

Conducting goods checklist for monitoring the movement of the product.

Sorting BS items

Finding the difference in the amount of goods due to the difference in the hospitalization, prior to the decision of liability

Loading and unloading

Implementation of in and out of goods

Record the entry of goods in the warehouse

Charging stock card warehouse

Receiving goods returns from outlets and repulsive shipments.

Cleanliness of warehouse area

Arrange existing goods in store to look neat.

Perform general cleaning in the warehouse area periodically.

### **Job Requirements :**

Having education background minimum High School or equivalent

Having experience minimum 1 year

Hometown in Pontianak

**Our company has never levied any fees for the recruitment process nor has it required to order tickets and accommodation through a certain travel agent or certain person**

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