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Warehouse Supervisor

Description

Our client in the Fast-Moving Consumer Goods (FMCG) industry, with its Head Office in Kitwe and branches across the country, is seeking to recruit a **Warehouse Supervisor** to join their team.

Job Purpose: To coordinate team members and ensure that the Sales and Distribution objectives are completed efficiently.

Responsibilities

- Manage and develop an effective and motivated team and supervise, support, develop and guide personnel.
- Monitor and manage inventory levels, conduct counts and ensure accurate recording for all incoming and outgoing stock
- Coordinate and oversee daily activities
- Enforce safety protocols, ensure compliance with regulations
- Maintain a clean and organized warehouse
- Report damaged or missing inventory to the Warehouse Manager

Qualifications

1. Qualifications and Experience

- Grade 12 School Certificate
- Minimum Diploma in Business Administration or any business-related course
- Driving License – Minimum 2 years

1. Skills, Knowledge and Other Attributes

- Computer literacy, including proficiency in Microsoft Office
- Good driving skills
- Strong teamwork abilities
- Self-starter with a high level of initiative
- High integrity and professionalism
- Demonstrated leadership capabilities
- Good verbal and written communication skills
- Strong prioritizing, time management, and organizational skills

Hiring organization

FINEFORM CONSULTANCY

Employment Type

Full-time, Temporary

Duration of employment

1 Year

Industry

Fast Moving Consumer Goods (FMCG)

Date posted

December 9, 2025

Deadline

12.12.2025