



MACDONALD'S
TRANSPORT / WAREHOUSING
SINCE 1933



MacDonald's Transport and Warehousing, a well-established fast-growing group of companies, with an equal opportunity policy, has the following vacancy in their depot in **Stikland, Cape Town**

SUPERVISOR: LOADING

Position Overview:

We are looking for a dedicated and detail-oriented Loading Supervisor to oversee our warehouse loading operations. The successful candidate will have at least a Grade 12 education and a minimum of 2 years' experience in warehousing. This role requires strong organizational, analytical, and numerical skills, along with a solid understanding of safety and food grade warehousing standards.

Key Responsibilities:

- **Goods Receipt:** Ensure that all received goods are in good condition and free from defects. Properly pack and safeguard goods received from third parties for further transport or warehousing before acceptance.
- **Documentation:** Document any defects or damage to received goods and inform Management. Maintain accurate records of all goods received, dispatched, and warehoused.
- **Risk Management:** Identify and eliminate risk factors related to warehousing products, such as theft and damage.
- **Warehouse Organization:** Ensure goods are kept orderly in the warehouse to facilitate efficient and safe dispatch.
- **Loading Operations:** Supervise the safe loading of goods onto trailers with the correct documentation. Ensure accurate loading of all export containers according to client instructions and CTOs.
- **Client Interaction:** Handle enquiries from clients and colleagues accurately and promptly. Liaise with clients as needed.
- **Administrative Systems:** Ensure proper administrative systems are in place for record keeping, daily stock taking, and other related tasks.

Qualifications:

- **Education:** Grade 12 or equivalent.
- **Experience:** Minimum of 2 years' experience in warehousing.
- **Skills:**
 - Excellent organizational skills.
 - Good analytical and numerical skills.
 - Knowledge of safe working procedures and HSEQ requirements.
 - Understanding of food grade warehousing requirements and food safety standards.
 - Proficiency in MS Excel, Outlook, and Warehouse Management Systems (WMS).
 - A valid forklift license is advantageous.

A comprehensive CV to be forwarded to: recruitment@macdon.co.za