



**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 **Durban**

**CLERK: STORES**

**QUALIFICATIONS & COMPETENCIES REQUIRED:**

- The Candidate must have excellent organizational skills
- Minimum of 1 year experience of team management
- Good analytical and numerical skills.
- Excellent interpersonal, leadership, motivation and planning skills
- Knowledge of Health & Safety requirements
- Computer literate and knowledge of working time legislation.
- Knowledge of inventory and inventory management in road transport industry.
- Knowledge of purchasing and financial procedures, accident procedures and guarantee procedures.
- Excellent administrative skills
- Fluency in Afrikaans and English (verbal and written) will be an advantage.
- Excellent computer skills and the knowledge to learn new computer programs will be an advantage

**KEY ACCOUNTABILITIES:**

- Ordering of stationery as well as spares and tyres
- Receipting of purchase orders
- Work with technicians and make sure their job cards are captured timeously
- Data capturing

Comprehensive CV's to be forwarded to: [recruitment@macdon.co.za](mailto:recruitment@macdon.co.za)