

Store / Logistic Assistant

KMWE Malaysia Sdn.Bhd. is a contract manufacturer and precision parts supplier. KMWE offers total solutions in the engineering and assembly of high quality modules and complete machine systems for the Semiconductor, Medical, Aerospace and Science industry.

We seek to create a fantastic opportunity and an environment in which our employees can fully develop their skills and maximize their growth potential whilst actively contributing to the company's performance. We provide the tools to help each individual in the organization to progress, through annual development plans and comprehensive training and development programmes.

At KMWE, employees are rewarded for their positive behaviour and the results they achieved. We are expanding and new opportunities are around every corner for you to seize.

Job Responsibilities:

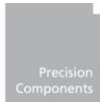
- Perform daily store activities such as receiving, issuing, packing and physical custody of stock.
- Transfer accepted materials to the proper location according to project. Update inventory records accordingly.
- Issue material according to kitting plan / requisitions.
- Packing of products at packing store.
- Maximize use of storage space and practice good housekeeping (5S).
- Perform monthly and yearly physical stock check.

Job Responsibilities:

- Certificate / Diploma in Warehouse Management or equivalent.
- Minimum 1 year experience in warehouse management.
- Good knowledge of basic warehouse operation.
- Good analytical ability and able to adapt to new processes quickly and effectively.
- Excellent communication skills in English and computer literate.

Interested?

Are you interested and do you want to apply for the job? Please send your recent resume to:



Department HRM

Attn: HRM

Telephone: +604 6440288

Email: hr@kmwe.com.my

Visiting address KMWE Malaysia

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