

## Inventory Assistant - RAK Properties

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Company: Qureos Inc

Location: United Arab Emirates

Category: healthcare-practitioners-and-technical

**Position** Inventory/Warehouse Assistant

### Company Overview:

RAK Properties PJSC is one of the leading real estate development companies in the United Arab Emirates. Founded in 2005, we have established a strong presence in the market through our development of high-quality residential and commercial properties. We are committed to delivering innovative and sustainable projects that enhance the communities we operate in.

### Job Overview:

We are currently seeking a highly motivated and organized Warehouse Assistant to join our team. The ideal candidate will have experience in warehouse operations and possess a strong work ethic. The Warehouse Assistant will be responsible for assisting in the day-to-day operations of our warehouse, ensuring that all goods are stored and handled properly.

### Key Responsibilities:

- Receiving, inspecting, and storing incoming materials and products in an organized manner
- Picking and packing orders accurately and efficiently
- Maintaining inventory levels and ensuring stock rotation
- Conducting regular stock checks and reporting any discrepancies to the warehouse

#### Supervisor

- Maintaining a clean and safe working environment in the warehouse
- Assisting in the preparation and loading of orders for shipment
- Performing other warehouse duties as assigned by the Warehouse Supervisor

#### **Qualifications:**

- High school diploma or equivalent
  - Minimum of 1-2 years of experience in a warehouse environment
  - Valid Driving license is preferred
  - Strong organizational and time-management skills
  - Ability to lift heavy objects and work in a physically demanding environment
  - Familiarity with warehouse management software is a plus
- prefer arabic speakers

#### **Benefits:**

- Health insurance
- Annual leave and public holidays
- Training and development opportunities
- Dynamic and collaborative work environment

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