

Working for **Aramex!**

Aramex is a leading global provider of comprehensive logistics and transportation solutions. **Aramex** employs more than 8.600 people in over 310 locations around the globe, and has a strong alliance network providing worldwide presence.

In the Netherlands, **Aramex** offers total transport and Logistics solutions through our offices at Schiphol, Rotterdam, Eindhoven and Groningen Due to the expansion of one of our in-house customers; we have a job opening in our new state of the art warehouse.

Job title : **Materials handler**

Location : Oude Meer – Fokker Logistics Park
Type of contract : Fulltime (40 hours)
Min. Level of education : MBO/HBO
Availability : as soon as possible
Work hours : To be discussed, between 07:00-19:00u

Job purpose

The materials handler works in the secured area for the in-house customer. The materials Handler ensures that the warehouse activities for the in-house customer are run in an efficient and safe manner according to the customers' requirements and according to the Aramex policies and procedures. The Materials handler is responsible for planning, organizing and controlling the (warehouse's) operations within the secured area of the in-house customer. He/she liaises with the Aramex warehouse shift leader(s) to align the operations of the in-house customer with the Aramex warehouse operation.

He/she aligns with the Aramex operational staff for receipt of goods, storage, retrieval and handover to the customer secured area. In alignment with the Aramex warehouse staff he/she ensures the timely delivery/loading of goods to the carriers.

Key accountabilities

Typical duties included are but not limited to:

- Verify all inbound shipments for damage and accuracy
- Identify and verify incoming parts on work order for accuracy
- Receiving and booking of inbound shipments and inventory, using the High Jump warehouse management system
- Coordinate adjustments of work orders with Aramex warehouse staff
- Physically count each inventory unit
- Coordinate Cycle counting and physical inventories
- Research, document and adjust inventory discrepancies as needed
- Report discrepancy resolutions to Aramex warehouse staff and in-house customers' IT
- Prepare and ship decom labels
- Print labels as needed for equipment in receiving
- Print all shipping labels for outbound shipments

- Stage inventory for outbound shipping
- Maintain inventory into appropriate warehouse and bin locations
- Move inventory into testing area as directed by priority list or available equipment
- Provide inventory needed to build bundles
- Repack parts as needed
- Document and report receipt issues to Aramex warehouse staff and field teams
- Prepare packaging material shipment and ship to POP sites for decom
- Report and count packaging material inventory
- Maintain and report issues with crates

Basic job requirements

- MBO level in working and thinking.
- English Proficiency, Dutch is a preference for internal warehouse communication
- MS Office Applications (Word, Excel, Power Point & Outlook)
- 2 years' experience in logistics, warehouse operations

Competencies:

- Team Player
- Achievement Drive
- Customer (Service) Orientated
- Integrity
- Flexible

Skills:

- Organization & Planning Skills
- Communication Skills
- Interpersonal Skills
- Time Management
- Problem Solving
- Analytical/Research Skills

We offer

An interesting fulltime job, within a jung fast growing company, with the option to a indefinite contract. Our Company is known for its informal atmosphere, creativity, and options to explore your own ideas. You will be working in a professional team, surrounded by stimulation colleagues. Are you interested in working in this dynamic environment?

Apply now for this interesting job!

For additional information regarding this job, you may contact Mr. Michael Schooten via email michael.schooten@aramex.com or by phone: 020-6558080.

Direct applications can be send by e-mail to femke.fuchs@aramex.com or by letter to Aramex Nederland B.V., Fokkerweg 300, gebouw 10, 1438 AN Oude Meer. Attn. Mss. Femke Fuchs.