

JOB TITLE:	Storeman
POSITION No:	22004
BUSINESS UNIT:	Manufacturing
LOCATION:	Darwin
STATUS:	Permanent, Full-time
REPORTS TO:	Manufacturing Manager

NT Link specialises in the modular design and fabrication of transportable commercial and residential buildings. Located in both Darwin and Alice Springs we have been operating throughout Northern Australia for over 30 years.

We respect your right to be treated equally in all aspects of your involvement in our business and ensure, as far as reasonably practicable, the health and safety of you and others.

THE ROLE

As Storeman, receive, handle and despatch goods in store located in the manufacturing shed.

RESPONSIBILITIES

- ① Ensure a safe and healthy work environment for yourself and others involved in, or exposed to, our business activities;
- ① Unloads vehicles, open packages and remove contents, to receive and check incoming goods;
- ① Labels goods with details of storing locations or stack goods in despatch area, test and tag all electrical equipment;
- ① Issues store over counters and records items out of stock;
- ① Assists with regular stocktakes and keep work area clean and organised;
- ① Operate machinery to lift, place and remove items;
- ① Operate computers to obtain details of location and quantity of item in stock;
- ① Use materials handling equipment, such as hydraulic pallet lifters;
- ① Follow up on warranties, reorder points and calibration of equipment;
- ① Other duties as directed.

SELECTION CRITERIA

Essential

- ① 1 years' experience in similar role, working with a range of tools;
- ① Current Drivers Licence and Construction Induction (White Card);
- ① High Risk Licence – Forklift;
- ① Demonstrated knowledge of building codes and regulations, safety standards;
- ① Computer literacy to use online ordering systems and scanning tools
- ① Establishes rapport with others, both internal and external to the company.

Desirable

- ▶ Provide First Aid Certificate;
- ▶ Test and Tag licence;
- ▶ Previous transportable building experience is an advantage

HOW TO APPLY

To apply for this role, email a current resume, including name and contact details of two referees. At least one referee must have a thorough knowledge of your conduct and performance within the previous two years.

Email applications to admindarwin@ntlink.com.au

ADDITIONAL INFORMATION

- This role is a nominated First Aid Officer.
- To be eligible for permanent appointment applicants must provide proof of Australian citizenship or permanent residency. To be eligible for temporary appointment applicants must provide proof that they can legally work in Australia.
- For more information about the organisation visit www.ntlink.com.au
- For more information about the role contact Corporate Services Manager on 8931 6304.

Approved by CEO – January 2018

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