



espace
maison

le choix du bonheur

We are recruiting!

Espace Maison Ltée is looking to recruit a dynamic **Assistant Storekeeper** to assist in the daily good functioning of the store and the operation at Trianon shop.

Key Responsibilities

- Ensure security, maintenance and control of the store
- Handle all administrative tasks related to stock
- Assist in the loading and unloading of goods
- Ensure that inventories are held and managed effectively
- Always verify and approve invoices during dispatch
- Health & Safety and work ethics

Candidate Profile

- Minimum Qualifications: Higher School Certificate (HSC)
- Strong knowledge of MS Office and Navision
- At least 2 years' experience in the Distributive sector
- Excellent communication and interpersonal skills
- Highly organized and efficient in time management
- Flexible, organised and pro-active

What we offer



Attractive remuneration package



Performance Bonus



Continuous training



Career Opportunities



Transport



Uniforms



Welfare activities



Medical & Pension scheme



24hrs Personal accident

Application method

Interested candidates are requested to send their applications and relevant documents via the link below before the **25th August 2022**.

<https://ubp.mu/fr/ubp/nous-rejoindre>

Management reserves the right to call only the best candidates for interview and not to make any appointment following this advertisement.