



Store keeper

Dynamic AV Technologies (Pvt.) Limited is a leader in the Professional Audio-Visual Solutions business in Sri Lanka, and over the year has revolutionized the way business is done in this industry.

We are looking for a Dynamic, Energetic and Self – Motivated individual to join our company in the following capacity.

As a Store Keeper, you will play a crucial role in managing inventory and ensuring the smooth operation of our store. Your responsibilities will include:

- Receiving, storing, and issuing goods and materials.
- Checking deliveries against purchase orders and invoices.
- Maintaining accurate records of stock levels and transactions.
- Organizing and optimizing storage space.
- Ensuring compliance with safety and inventory control procedures.
- Performing regular stock audits and reporting discrepancies.
- Coordinating with internal departments & ongoing work sites.
- Assisting with other duties as assigned by management.

Requirements:

- Proven experience as a Store Keeper or similar role. (Minimum 2 years)
- Knowledge of inventory management.
- Experience on SAP B1 or any other inventory management software will be an added advantage.
- Strong organizational and time management skills.
- Attention to detail and accuracy.
- Ability to work effectively as part of a team, collaborating with colleagues to achieve organizational goals.
- G.C.E Ordinary Level or equivalent educational qualification; additional qualifications in logistics or supply chain management are a plus.

. An attractive remuneration package awaits right candidates.

Please email your applications containing duly completed Curriculum Vitae (CV) with names and email addresses and contact numbers of two non-related referees to hr2@davtechnologies.com.



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