

HILALIUM & SONS (UR HOME) LIMITED

UR HOME BUILDING
MOMBASA ROAD
NEXT TO TOTAL PETROL STATION (CHOMA ZONE)
P. O. Box: 106247 - 00101
TEL: +254 115 342 408
Email: urhome1.hr@outlook.com

JOB VACANCY

Position: Transportation Personnel

Location: Kisumu

Overall Purpose: The job holder will be responsible for delivering outputs for which one has responsibility within prescribed time, cost and quality standards. Operates in compliance with organizational regulations and rules. Supports subordinates, provides oversight and takes responsibility for delegated assignments.

Duties & Responsibilities

- Responsible for arranging the delivery of company orders on time.
- Responsible for transporters management and keeping good relations with the transporters.
- Responsible for pushing other delivery personnel to solve abnormal situations.
- Reasonable for arrangement, loading and offloading in different warehouses.
- Following up on trucks sent to the customer.
- Responsible for considering delivery cost.
- Responsible for following up on the truck to ensure safety of goods and avoid any robbery or theft.
- Responsible for updating delivery data.

HILALIUM & SONS (UR HOME) LIMITED

UR HOME BUILDING
MOMBASA ROAD
NEXT TO TOTAL PETROL STATION (CHOMA ZONE)
P. O. Box: 106247 - 00101
TEL: +254 115 342 408
Email: urhome1.hr@outlook.com

Expected Skills, Competencies & Qualifications

- They must have a degree or diploma from a reputable institution.
- Should have a minimum of strictly 1 - 3 years experience in a similar role .
- Posses ability to troubleshoot and solve problems.
- Possession of a 1 year driving license is an added advantage.
- Be familiar with computer operations.
- Posses ability to work in an extremely high-pressure and high accountability environment.
- Must have the ability to handle sensitive, confidential information.
- **Male candidates are highly encouraged to apply.**
- **Available immediately.**

How to apply

Interested and qualified candidates who meet the above qualifications should send their CV only, stating the position applied for (E.g *Transportation Personnel - Kisumu*) as the subject to urhome1.hr@outlook.com by **Saturday 15th June, 2024**.

Only shortlisted candidates will be contacted.

NB ; Kindly note that HILALIUM & SONS (UR HOME) LTD does not charge any fees at any stage of the recruitment or hiring process. Our goal is to ensure a fair and transparent experience for all candidates.