



CAREER OPPORTUNITY

Assistant Driver/Warehouse Assistant

Core Responsibilities

- Assist with delivery of company products to various customers, including hospitals, doctor offices, health centres, laboratories, pharmacies, etc., island-wide as required.
- Ensure that the delivery vehicle is in working and operational condition at all times.
- Conduct regular checks on tire pressure, oil levels, engine condition, and battery health to prevent unnecessary downtime.
- Report any issues or maintenance requirements to the appropriate personnel promptly.
- Secure payment collected from customers whether cash or cheques.
- Assist with the loading/unloading of products to and from the warehouse from trucks, containers, and pallets etc.
- Assist with the maintenance of a clean and safe warehouse
- Assist with the pulling, packaging and labelling of products to be dispatched
- Communicate and collaborate with other team members
- Answer queries regarding medical equipment use, care and maintenance

Job Requirements:

- Five CXC subjects, with a minimum of three years experience as a driver.
- Possession of a valid Jamaican open General Driver's License
- Licensed to drive motor vehicles up to 4000 KGS
- Able to drive both manual and automatic driven vehicles
- Excellent knowledge of Jamaica's roadways.
- Knowledge of the Road Traffic Act and Regulations, Jamaica
- Strong organizational and time-management skills.
- Good communication and customer service skills
- Ability to lift and move heavy loads on a daily basis
- Strong attention to detail and a commitment to accuracy.

Please submit application letter and resume to: hrm.jamhosp@gmail.com

Email subject must be: Driver/Warehouse Asst.

Only shortlisted candidates will be contacted.