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## Employment Opportunity

**NAT-17-51** (Anticipated Start Date: Last week Oct).

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**Warehouse Clerk**  
**Part Time (Up to 30 hrs/week)**  
**NATEX Warehouse (Main)**  
**Building 75**

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Under the supervision of the Warehouse Supervisor, the Warehouse Clerk is responsible for the shipping, receiving, verifying, pricing and security of merchandise. The Warehouse Clerk prepares merchandise requisition forms and discrepancy reports for any damages or shortages. Participates in preparation and actual stock taking. Schedules may vary depending on needs of the business which can include weekends

### Qualifications:

High School diploma AND some experience in a related field

OR

An acceptable combination of education, training and experience will also be considered

### Open To:

All Qualified and \*Eligible applicants

### Language Requirements:

English essential, German an asset

### Knowledge Requirements

- Of inventory control
- Of receiving, shipping and pricing procedures
- Of maintaining files and records
- Of warehouse procedures
- Of stock ordering
- Of health and safety practices

### Experience Requirements

- In operating and driving vehicles to move, pick up and deliver various products
- In shipping and receiving, warehousing, stocktaking and pricing of merchandise
- In operating a forklift

**Closing Date: October 20<sup>th</sup> 2017**

All applicants are required to bring their NATO ID and shopping card (when applicable) for verification of status. We thank all applicants in advance, however, only those selected for an interview will be contacted.

**\*Eligibility:** Restricted to dependants of serving NATO Military or Civilian Component members, who are not nationals of any state which is not a party to NATO or citizens or residents of host nation. When positions are available to local residents they may be posted at the Arbeitsamt in Geilenkirchen