

ENERGY NAMIBIA (PTY) LTD

Trading as
Actom Electrical Products Namibia

STORES CONTROLLER

ACTOM ENERGY NAMIBIA (PTY) LTD require the services of a **Stores Controller**, based at our Office in Windhoek. The ideal candidate's primary function will be to manage all aspects of warehousing, material control, general housekeeping and ensuring structures are in place to maintain the efficient flow of material and equipment to reduce downtime and ensuring production targets are met.

He/she should have:

- Proactively maintain a clean and organized store environment.
- Ensure tools requested are actioned and supplied timeously and accurately.
- Control welding consumables and storage accordingly.
- Co-ordinating the testing and certifying of tools and equipment.
- Ensure hot boxes and ovens are working, and calibration/validation is up to date.
- Updating and maintaining of Tools and Equipment register.
- Perform all reasonable duties required within the scope of this position in accordance with the manual of policy procedures to achieve the company's objective.
- Have a valid Code B and Forklift License

Qualification's:

A minimum of 3 years' experience in the stores/electrical equipment control field

Must be safety conscious and have a good understanding of the current safety regulations and statutory requirements.

Fluency in English.

Good communication and service skills.

Possess physical strength necessary to lift boxes and other heavy items on a regular basis.

Ability to require quotations from third parties to compile a customer quotation for counter sales will be an advantage.

Only applications submitted via <http://www.jobopportunities.net> will be accepted. Only shortlisted candidates will be notified.

Preference will be given to candidates within the designated groups in terms of the Affirmative Action Act Nr. 29 of 1998, as well as persons with disabilities.

Closing Date: **12 September 2026**