



## **JOB TITLE: Picking Officer**

**On-site** Mtwara, Mtwara Region, Tanzania, United Republic of DCP - Operations Full time  
TanzaniaO&M001

### **Description**

At Dangote Cement, we are seeking a highly organized and detail-oriented individual to join our team as a Picking Officer. As a Picking Officer, you will be responsible for ensuring that the ATC and loading and picking process is done in a smooth and efficient manner.

### **Key Duties and Responsibilities:**

- Ensure that ATC and loading slips are received before trucks are loaded.
- Count and record finished loaded trucks.
- Prepare loading and picking reports for a particular shift.
- Report any underweight or overweight trucks immediately to the shift engineers.
- Ensure that picking is done only after truck loading is completed.
- Report any ATC-related problems to shift engineers or the Head of Department.
- Perform any other related duties as assigned by the Senior or Head of Department.

### **Requirements**

#### **Education and Work Experience:**

- Bachelor's degree in any related field.
- At least 2 years of related experience.

#### **Skills and Competencies:**

- Good communication skills in both verbal and written English and Swahili.
- Strong problem-solving skills.
- Ability to work well in a team environment.

### **Benefits**

- Personal Health Insurance
- Pay Off Time
- Training and Development

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