

Vacancy

Wednesday 14th December 2016

Nile Breweries Limited, a leading beverage company in Uganda, seeks to recruit a highly motivated, results oriented and dynamic professional for the post below:-

Data Processor (1 Position) Jinja Depot: Grade F

Females are encouraged to apply

Purpose of Position

Responsible for the overall Execution of inventory management on System in terms of Receipt, issue, and Reconciliation as per laid down procedure

Key Responsibilities:

- Receipt of Product and Empties in System from Packaging / Depots/ Customers in conjunction with Production or Warehouse Controllers' representative as per laid down procedure as the case may be
- Ensure System Stock movement (supply chain, new Containers/ production transfers or customer dispatch) are correct, documented, reconciled daily, weekly and monthly.
- Ensure Non-conforming stock is quarantined on system and does not end up in the market
- Carry out Routine System stock take as per NBL Inventory management Procedure
- Ensure minimum TAT (turnaround time) at Documentation Level/ Desk
- Respond to Emergency call-outs and be familiar with the company accident procedure

Requirements:

- Possession of Ordinary Diploma/Degree in a business related field or its equivalent
- Basic Understanding of System Inventory management and Controls
- Basic knowledge of Finance/Accounting systems.
- Basic Understanding of modern Records Keeping (both soft and hard copies)
- High level of integrity
- Innovative and able to work under minimum supervision.
- Computer skills including Microsoft office and e-mail at a highly proficient level
- Able to communicate effectively
- Hardworking, a team player, self-motivated and be able to work long hours at times.

KAMPALA OFFICE Plot 6-10 Portbell Road, PO Box 1345, Kampala, Uganda T +256 (0) 31 2210008 F +256 (0) 31 2240141 Toll Free 0800230200
E corporateaffairs@ug.sabmiller.com

JINJA OFFICE Plot M90 Yusuf Lule Road, Njeru, PO Box 762, Jinja, Uganda T +256 (0) 33 2210009 F +256 (0) 33 2240292/303

MBARARA OFFICE Plot 768, 769 and 262, PO Box 7621991, Rwizi Cell, Mbarara T +256 (0) 37 2210009 F +256 (0) 37 2240205

www.nilebreweries.com

DIRECTORS Ely Karuhanga **UGANDAN**, Greg Metcalf **BRITISH**, Roberto Jarrin **ECUADORIAN**, Kevin O'flaherty **SOUTH AFRICAN**,
Elena Miles **SOUTH AFRICAN**, Bruno Zambrano **COLOMBIAN**.



The Company will offer a competitive remuneration package to the successful candidate. Candidates that have relevant experience, know that they meet the above criteria and have what it takes to excel in the above position, should please send their CVs, which should include details of email address (if any), present position, current remuneration, Certificate/testimonials and address of three (3) referees to the undersigned or email address recruitmentug@ug.sabmiller.com not later than **Wednesday 21st December 2016**.

Note: *1) Internal employees should notify their line manager when applying*
2) Indicate the position applied for as the subject of your email.

The Business Partner Sales & Distribution, Marketing and Corporate Affairs
Nile Breweries Limited
P.O Box 1345
KAMPALA SERVICE CENTER

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