

# Theatre Stock Controller

The Group is committed to creating places of healing for their communities, focused on attracting the best expertise and dedicated to building a steadfast, devoted team.

## Role Summary:

The Theatre Stock Controller is responsible for maintaining stock levels and stock control in the Theatre storeroom.

## Key Work Output and Accountabilities:

- Follow up on back orders and ordering of stock
- Unpack and check stock received
- Measure and evaluate stock activity levels for stock and re-ordering purposes
- Maintain stock at agreed value targets (stock days)
- Check expiry dates regularly and ensure the timeous return to suppliers and/or write off of stock
- Control of consumable cost of wards and theatres
- Implement and control systems for stock control
- Generate replenishment report to wards and ensure replenishments are done and sent to wards/theatres
- Theatre Billing

## Inherent Requirements:

- Grade 12 or equivalent NQF Level 4 Qualification
- Previous experience in stock management and billing
- Intermediate computer literacy
- SAP Experience
- Knowledge and experience of a pharmaceutical stock control system

If you are interested in the position and wish to apply, kindly forward your CV to [Mpume.Makhathini@lenmed.co.za](mailto:Mpume.Makhathini@lenmed.co.za)

By applying for this position and providing us with your CV and other personal information, you are consenting to the information being used for the specific purpose for which it was provided, which is recruitment purposes and possible appointment purposes (should you be successful). Please note that your information will be processed for recruitment purposes only or for such purposes relating to assessing the establishment of an employment relationship with yourself, and this will be done in accordance with the applicable data protection and privacy legislation. We confirm that such information will not be used for any other purpose without obtaining your prior consent. If your application is not successful, we retain your CV and other information provided for a period of 6 months after which it will be destroyed in a secure manner. If you object to your information being used in accordance with the aforementioned clauses, please indicate your objection and we will immediately destroy your personal information in a secure manner.



## WORK PROFILE

**Location:**  
Zamokuhle Private Hospital

**Job Grade:**  
B4

**Benefits:**  
Pension Fund and Medical Aid

**Date Posted:**  
23 November 2020

**Closing Date for Applications:**  
29 November 2020

Lenmed is an Equal Opportunity Employer. The Company's approved Employment Equity plan and targets will be considered as part of the recruitment process aligned to the Group's Employment Equity strategy. Lenmed actively supports the recruitment of people with disabilities. In the event of any physical or psychological limitation that may impair an individual's ability to perform the job function, the employee must consult the employer for reasonable accommodation.

**Should you not receive a response within three weeks after closing date, kindly consider your application unsuccessful.**