

STOREKEEPER, CLASS II

Nature of work

The principal and customary work of the employee in this employment class is to assist with the various operations performed in a store or a warehouse.

Rate your skills	Yes	No
I can ensure the preparation of the supplies for their distribution.	<input type="checkbox"/>	<input type="checkbox"/>
I am able to distribute and recover the supplies from the users and verify that everything is in good condition.	<input type="checkbox"/>	<input type="checkbox"/>
I am able to manage supplies according to established procedures.	<input type="checkbox"/>	<input type="checkbox"/>
I can easily carry out the marking and the storing of the supplies.	<input type="checkbox"/>	<input type="checkbox"/>
I have the abilities to make minor repairs and management of the supplies.	<input type="checkbox"/>	<input type="checkbox"/>
I know how to operate machines used to reproduce documents.	<input type="checkbox"/>	<input type="checkbox"/>
I am able to write a variety of reports.	<input type="checkbox"/>	<input type="checkbox"/>

Required skills

I communicate easily with people.	<input type="checkbox"/>	<input type="checkbox"/>
I know how to use a computer.	<input type="checkbox"/>	<input type="checkbox"/>
I have good organization skills.	<input type="checkbox"/>	<input type="checkbox"/>