



Renuka Foods PLC is a listed food and beverage conglomerate operating in the Agri business and FMCG sector not only in Sri Lanka, but also in 61 countries around the world. Today we are the leading manufacturer & Exporter of **Coconut** based food & beverage products with our own **Organic** certified plantations and also with a century of experience in the **Tea** industry. We are one of the pioneering Dairy manufacturers, owners of the number one canned **Fish** brand and leading brands in **Snacks, Cereals and Fruit beverages**. Our team of 1600 direct employees and outgrower networks of over 5000 farmers contribute to the rural heartland of our nation.

## Assistant Manager - Warehouse and Distribution

Location: Wadduwa

### Key job functions;

- Oversee daily warehouse and distribution operations
- Supervise loading and unloading activities with proper verification of goods
- Ensure accurate inventory management and stock control at bulk storage locations
- Plan and monitor distribution schedules to ensure timely deliveries
- Manage warehouse operational costs and optimize resource utilization
- Handle bulk returns, damages, and reconciliation processes
- Coordinate transport and dispatch operations effectively
- Ensure compliance with health, safety, and security standards
- Supervise and manage both skilled and unskilled warehouse staff
- Maintain accurate documentation, reporting, and system records
- Drive continuous operational improvements

### The ideal candidate should have the following prerequisites;

- Degree or Diploma in Supply Chain Management, Logistics, or related field from a recognized institution will be an added advantage
- Minimum 5 years of experience Warehouse & Distribution Operations in a FMCG manufacturing company
- Strong knowledge of inventory control, dispatch management, and warehouse systems
- Strong analytical, problem-solving, and leadership skills
- Excellent communication and reporting abilities

## Warehouse Supervisor

Location: Dematagoda

### Key job functions;

- Supervise loading and unloading functions
- Issuing of materials to Production Department against the Material Requisition note
- Carry out cycle counts and physical arrangements
- Updating Bin Cards
- Completing System Generated documents (GRN, Blending Journals... etc)
- Arrange Required materials for each blend & supervising of Blending Process
- Ensure that the warehouse is kept clean and organized
- Perform other warehouse functions based on job requirement

### The ideal candidate should have the following prerequisites;

- Passes GCE O/L and A/L.
- Certificate/Diploma in Stores Management at ISMM and minimum 02 years' experience in similar capacity will be an added advantage.
- Sound working knowledge on MS Office/ERP Systems.
- Team working, People management and Leadership skills.

Those interested, please forward a complete resume with contact details via e - mail or by post including details and contact numbers of two non - related referees to reach the undersigned within seven days. Please indicate the "Position" in subject heading in your e-mail / top left hand corner of the envelope.

Group Head of Human Resources

### RICHLIFE DAIRIES LIMITED

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