

# Vacancy

Dynamic Fluid Control, a local manufacturer of valves, has a unique and diversified portfolio of products catering for the mineral processing, power generation, water and effluent markets. We have a strong strategic approach towards active participation in global markets.

The following position has become available at DFC:

**POSITION:** DISPATCH SUPERVISOR #DFC0302026  
**LOCATION:** Benoni  
**REPORTING TO:** Warehouse Manager  
**JOB SUMMARY STATEMENT:** The Dispatch Supervisor is accountable for Finished Goods stock accuracy, dispatch integrity, and quality compliance. The role ensures error-free dispatches, accurate ERP records, and on-time, in-full customer deliveries, acting as a critical control and quality gate between warehouse operations and customers.

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## KEY PERFORMANCE AREAS (DUTIES & RESPONSIBILITIES):

- Supervise FG receiving, storage, picking, packing, and dispatch
- Coordinate daily dispatch schedules aligned to customer requirements
- Ensure correct handling, storage, and movement of Finished Goods
- Own FG stock accuracy across physical stock, ERP, and documentation
- Manage stock movements, cycle counts, and stock takes
- Investigate and resolve stock variances within agreed timelines
- Monitor ageing, slow-moving, and obsolete stock
- Perform final verification of product, quantity, and documentation
- Prevent incorrect, incomplete, or non-conforming dispatches
- Ensure full traceability where applicable
- Ensure only conforming, released stock is dispatched
- Enforce health, safety, quality, and PPE standards
- Support internal and external audits
- Ensure accurate and timely ERP transactions (Sage X3 or similar)
- Supervise warehouse staff performance, discipline, and training
- Drive continuous improvement to reduce errors and inefficiencies

## ACADEMIC QUALIFICATIONS:

- Grade 12 ( Matric )

## EXPERIENCE:

- 3 – 5 years experience in FG warehouse, dispatch, or inventory supervision.
- ERP system ( SAGE X3 )
- Proven stock accuracy and variance management experience

## KNOWLEDGE, SKILLS & ABILITIES:

- Exceptional attention to detail and accuracy
- Strong control and accountability mindset
- Ability to work under pressure without cutting corners
- Strong problem-solving and communication skills
- Integrity, reliability, and consistency



#### **ADDED ADVANTAGE**

- Forklift or warehouse equipment certification
- Audit exposure
- Experience in manufacturing, export, or regulated environments

#### **CLOSING DATE: 10 February 2026**

Please note we have a DFC recruitment mailbox.

Kindly send your detailed CV to the following email address

[recruitment@dfc.co.za](mailto:recruitment@dfc.co.za)

*In line with our commitment to transformation, suitable qualified candidates from previously disadvantaged groups will be given preference.*

*While the company's recruitment policy stipulates that all positions will be advertised, provision is also made for appointments to be made in accordance with the company's succession planning strategy and practice when filling.*

*Vacancies*