

Function Description:

Function:	Branch Employee	
Branch:	Logistics	<u>Arnott Industries</u>

Place in the organisation:

Hierarchically falls under Emergency Planning Officer, Branch Manager, Branch Supervisor.

Purpose of the function:

Logistics are there to support the organisation and its members. Employees of this branch arrange transport, first-aid and the manufacturing of goods for internal supply. They also aim on constructing/upkeeping the headquarters when they're purchased. A lot of your time will be working with the Security Branch and Emergency Planning Officer.

Take note of information and follow instructions:

- Carefully read the Arnott Industries Bulletin each week.
- Participate in training and progress meetings.
- Pay close attention to tasks that have been set and stick by them.

Contribute positively to the organisation:

- Fulfil tasks given to them to their utmost best ability.
- Adhere to the company rules and if necessary draw the attention of colleagues to these rules.
- Contribute to a good working atmosphere.

Whilst on our site and wearing uniform, you are representing the company so you should be acting with the utmost professionalism. You will also have to abide rules such as; raiding and robberies may only take place in wartime, unless a Branch Manager authorizes it out of wartime.

Applications for this position are circulated internally.
Please contact a Branch Manager.