

EXTERNAL ADVERTISEMENT

Date: 22nd January 2025

 **Join Our Team at Ntake Bakery and Company Limited.** 

We are thrilled to announce an opportunity to join our dedicated and growing team!

Position: TUKUTUKU (Tricycle) Rider (*3 Positions*)

Location: Ntake Bakery Nalukolongo Head Office

Application Deadline: 30th January 2025

Reporting To: Fleet Officer

About Us:

Ntake Bakery and Company Limited is a renowned and multifaceted enterprise, widely recognized as a leader in the East African region. Our journey began with a clear vision focused on **quality**, **innovation**, and an unwavering commitment to **excellence**, which has driven our growth and expansion across diverse sectors.

Our flagship bakery operations are at the core of our business, supported by a network of state-of-the-art facilities strategically located in key cities across Uganda, including **Kampala, Jinja, Mbarara, Lira, Masaka**, and **Mbale**. These bakeries are celebrated for producing a wide range of high-quality baked goods that serve both local and regional markets, establishing us as a trusted and reputable name in the industry.

Beyond our core bakery operations, we have made significant strides by expanding into flour milling with a state-of-the-art facility at our Nalukolongo headquarters. This advanced mill ensures a consistent supply of premium products, including Kaswa Baking Flour, Horse Brand Flour, Biscuit Flour, Atta Flour, Sooji Flour, Brown Flour, Biscuit Mandazi, and Cake Flour. In addition to supporting our bakery operations, these high-quality products cater to a wide range of industries, solidifying our position as a reliable supplier for businesses that depend on top-tier flour.

Our influence extends beyond the bakery industry into the **real estate sector**, where our **Concrete Batching Plant** and **Estates division** play a crucial role in supporting the company's infrastructure needs and driving regional development. Additionally, **Gadith Investments**, a key entity based in **Nalukolongo**, strengthens our diverse portfolio by fueling growth and fostering innovation across all sectors in which we operate.

Further emphasizing our commitment to sustainability and innovation, we have established the Tissues Factory (AAA) in Nalukolongo, which focuses on paper recycling and the production of premium tissues and serviettes under the Maxisoft brand. This initiative not only enhances our product offerings but also aligns with our dedication to environmentally responsible practices.

A major milestone in our expansion is the launch of our cutting-edge edible oil refinery at the Namanve Industrial Business Park. This state-of-the-art facility is second to none when it comes to producing a wide range of essential household products, including premium fortified vegetable cooking oil in various sizes (20L, 10L, 5L, 3L, and 1L), as well as Ntake Thupu sachets in 1000ml and 500ml. We also produce Ntake Laundry Bar Soap in Lemon Green (1kg and 600g), Zuri Brown (600g), and Zuri Blue (600g), as well as baker's fat and industrial plastics. Our refinery is a prime example of our commitment to upholding the highest standards of quality and safety, reinforcing our position as a leading provider of essential goods in the region and ensuring we're always at the top of our game.

At Ntake Bakery and Company Limited, our commitment to excellence, innovation, and sustainability is more than just a philosophy—it is a way of life. We strive to deliver superior products and services that not only meet but exceed the expectations of our customers, partners, and stakeholders.

As **Ntake Bakery and Company Limited** continues its dynamic expansion across East Africa, we are excited to announce an opportunity for highly skilled and detail-oriented **TUKUTUKU (Tricycle) Riders** to join our vibrant team at our **headquarters in Nalukolongo**.

This role is essential to ensuring the timely delivery of our bakery products, maintaining compliance with company policies, and upholding inventory accuracy. The successful candidate will play a critical part in enhancing operational efficiency, streamlining delivery processes, and supporting our unwavering commitment to quality, innovation, and customer satisfaction.

If you are a proactive professional with a passion for logistics, customer service, and operational precision, this is your chance to be part of the growth and success of one of East Africa's most respected and trusted brands.

Key Responsibilities:

1. Product Delivery

- Safely operate the assigned tricycle (TUKUTUKU) to deliver **bakery products and confectioneries** to customers promptly.
- Ensure accurate loading and unloading of products according to delivery schedules.

2. Stock Management

- Verify product quantities against delivery notes before departure.
- Handle bakery products and confectioneries carefully to prevent damage during transit.
- Immediately report any product discrepancies or damages to the Fleet Officer.

3. Tricycle Maintenance and Safety

- Conduct routine checks on the tricycle (fuel, brakes, lights, and tires) to ensure optimal performance.
- Maintain the cleanliness and hygiene of the tricycle, reflecting company standards.

4. Customer Service

- Provide outstanding customer service by courteously addressing client inquiries about bakery products and confectioneries.

- Collect and relay customer feedback to help improve product quality and service delivery.

5. Route Planning and Reporting

- Plan efficient routes to deliver fresh bakery products and confectioneries while conserving fuel.
- Maintain detailed delivery records, including mileage, fuel consumption, and delivery timelines.

6. Compliance with Policies

- Adhere to company policies, traffic regulations, and safety protocols.
- Ensure all delivery documents are accurately completed and signed by customers.

7. Support Warehouse Operations

- Assist with organizing bakery products and confectioneries in the warehouse when required.
- Monitor inventory levels to ensure consistent product availability.

8. Cash Handling

- Collect payments for cash-on-delivery orders and promptly hand them over to the Finance team.
- Maintain accurate records for all transactions.

Qualifications and Requirements:

- A **valid riding permit** for a tricycle (Category B1).
- Minimum of **1 year of experience** in delivery or a similar role.
- **O-Level and/or A-Level qualifications** will be an added advantage.
- Basic knowledge of **local routes** and customer locations.
- Familiarity with handling bakery products and confectioneries is an added advantage.
- Strong communication and customer service skills.
- Ability to work independently with minimal supervision.
- High level of integrity, reliability, and commitment.

How to Apply:

Interested candidates are invited to submit their applications, including a **detailed CV** and **cover letter**, by **30th January 2025**. Applications can be sent via email to **hr@ntakegroup.com** or delivered in person to our **Kampala Head Office** or any **Ntake Bakery branch** nearest to you.

Equal Opportunity Employer: Ntake Bakery & Company Ltd is an **equal opportunity employer**, committed to fostering a diverse and inclusive workplace. We encourage applications from all qualified candidates, regardless of their background or circumstances. Join us in driving excellence and innovation!

Our Slogan: *Ntake Bakery & Company Ltd: Pioneering Quality, Innovation, and Sustainability Across East Africa – “Your Family’s Choice for Everyday Needs.”*
