

Warehouse Order Selector

This interview guide is intended to be used in conjunction with the Vervoe skills assessment. Where a candidate has scored Low - Medium on a skill, focus on asking more questions from that skill to gain deeper insight into their level of competency.

Assessment Score	HIGH MEDIUM LOW
Assessment Skills	Order Selector, Attention to detail, Safety, Time Management

Competency/Skill	Candidate with this will display
Warehouse Order Selector	<ul style="list-style-type: none"> • Understands very physical nature of the role, unpacking inventory, packing orders, loading trucks, and shrink wrapping • Must have minimum physical fitness that enables them to safely be on their feet for 8+ hours, picking up, loading and unloading pallets • Works well within a team but requires little direction • Valid forklift licence is beneficial
Questions	
	What are the most important skills to have as an Order Selector
	How do you maintain fitness that will enable you to perform this role without injury?
	What would be your main priority when performing this role?
Comments	

Competency/Skill	Candidate with this will display
Attention to detail	<ul style="list-style-type: none"> • Meticulous attention to detail to ensure orders are packed correctly • Ability to quickly decipher numbers and orders • Comfortable with repetitive tasks
Questions	
	How would you maintain attention to detail in this role?
	Have you ever found a mistake in your or someone else's work? How did you find it and what did you do?
	What tools or checks do you use to ensure attention to detail?
Comments	

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Competency/Skill	Candidate with this will display
Safety	<ul style="list-style-type: none">• Prioritises health and safety in the warehouse and with every responsibility• Maintains a clean and safe working environment• Reports near misses and incidents• Positive attitude towards safety
Questions	
	Who's responsibility do you think safety is?
	How would you ensure safety is maintained in this role?
	Provide an example of a safety procedure you have followed in the past.
Comments	

Competency/Skill	Candidate with this will display
Time Management	<ul style="list-style-type: none">• Understands importance of time management in this role and is able to adhere to strict deadlines.
Questions	
	If deadlines are missed in this job orders will be late. Tell me about a previous role where you have had to adhere to strict deadlines and how you managed to do this.
	Have you ever missed a deadline? What did you do to rectify?
Comments	