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EUROPE'S LEADING INDEPENDENT BRAKE PAD MANUFACTURER FOR CARS, MOTORCYCLES, KARTS AND MOUNTAIN BIKES

Job Description –Warehouse Operative

SUMMARY

Picking and packing operative to provide an efficient and accurate service in the despatch of automotive components.

PRIMARY RESPONSIBILITIES

1. To pick and pack orders for customers
2. Total customer satisfaction, both internally and externally
3. To work efficiently and effectively as part of a team
4. To keep the work area clean and tidy
5. Pack goods neatly and safely according to Company policies
6. Undertake duties including lifting and carrying weights up to 25 kilos
7. To perform any reasonable request from line manager, this may include being asked to help in other departments.

KNOWLEDGE AND SKILLS

1. Enthusiastic
2. Attention to detail
3. Previous experience of working in a warehouse environment
4. Good standard of numeracy and literacy
5. Good timekeeping and work attendance
6. Ability to work to as part of a team
7. Good communicator
8. PC literate preferred but not essential
9. Forklift Truck licence advantageous but not essential
10. Experience in manual handling
11. Duties involve regular repetitive light, medium and heavy lifting
12. Flexible and trustworthy

WORKING CONDITIONS

Full time position.

Working conditions are normal for a warehouse operation.

Reporting to the Automotive Logistics Warehouse Manager.