



Aftersales Warehouse Operative/ Picker and Packer Location Brandon

Hours of work

40 hours per week
7.45am to 4.30pm Monday - Thursday
8.00am to 3.30pm Friday
(1/2 hour lunch)

Job Description

Preparing materials for field engineers. The picker will utilise requisitions and order sheets to pick a wide variety of items, place and arrange items in bays following specific instructions, and arrange deliveries. The picker will check materials for damage, and confirm correct items and quantities are selected.

Key Tasks

- Collate warehouse items based on number, size, colour, quantity, and quality requirements
- Ensures that orders are accurate
- Stages items correctly for delivery
- Operates handling equipment and ensures safety regulations are followed
- Plans and monitors product storage and dispatch
- Oversees stock replenishment
- Package products for distribution
- Loading delivery vehicles
- Packing warehouse orders as necessary
- Update systems on materials progress
- Performs other general warehouse duties as needed

Professional Requirements

- Maths and English grade C or above
- A good understanding of reading drawings and floor plans
- Previous experience is not essential but advantageous
- Competent IT Skills

Personal Competencies

- Self-motivated
- Well organised and prides themselves in attention to detail
- Can work on own initiative