

Do you want early finishes on a Friday? Then this could be an exciting role for you! An opportunity has arisen for a Stores Operative within our Warehouse Department. We are looking for an enthusiastic person to join our team in Dorset. You would be working 08:00-17:00 Monday-Thursday and 08:00-14:00 on a Friday.

**Key Areas of Responsibility:**

- Maintain and control stock in warehouse
- Maintenance and good housekeeping
- Working to tight schedules to ensure a high level of customer service
- Adhere to the company's health, safety, and hygiene policies
- Fully understand and receive finished goods, as per training given
- Recording accurately and completely all information
- Identify and recommend new ways of working which benefit the company
- Demonstrate an active engagement with constantly looking for ways to improve the process to drive commercial benefit
- To demonstrate CI (continuous improvement) engagement
- Establish key working relationships with all colleagues
- To communicate fully regarding external logistics and transport requirements
- To communicate and ensure an efficient, good working relationship with our suppliers
- Demonstrate a good understanding of warehouse procedures
- Conduct area safety inspections on a quarterly basis and complete paperwork
- Report all H&S issues in keeping with company procedure

**Key Requirements:**

- Conscientious
- Flexible with hours if required
- Ability to manage and deal with change in a fast moving and demanding environment while still maintaining standards set within the business
- To be trusted to use own initiative with all the principle accountabilities
- Excellent communicator (written and verbal) always
- High level of numeracy and accuracy skills
- FLT Licence is desirable
- Computer literate – MS Outlook, Excel, and Word

**Selection:**

This is an excellent opportunity to join a progressive business who invest in people. Should you feel that your skills and experience match the specification, please forward your covering letter and CV along with your salary expectations to our team.

Due to the volume of applications we receive, unfortunately we are unable to provide individual feedback. If you have not heard from us within 7 days after the closing date, then please assume that your application has not been successful.