

Fork Lift Driver and Stock Assistant

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Company: Personnel Selection

Location: Frimley

Category: other-general

Due to an increase in demand and the re organisation of our warehouse area, we require an additional Fork Lift Driver who is happy to assist with the stock and goods in duties as part of our busy team starting ASAP working Monday to Friday with free parking and overtime available if desired. We can offer a generous hourly rate, paid overtime, plus holiday pay, weekly pay and the chance to join a professional and successful company working within our modern warehouse and production site at Frimley.

We are a leading manufacturer of a specialist frozen product within the retail sector which we supply to customers across the UK via our distribution network. The role is a hands on role so you must be able to lift stock both manually and via our counter balance fork lift truck. You should have a current counter balance fork lift truck licence or be able to provide evidence of completing a recent fork lift counterbalance course/training.

Core duties:

- Loading and unloading delivery vehicles, by forklift truck or by hand where necessary
- Check raw materials into production, allocating/ensuring correct batches and quantities
- Checking for damaged or missing items and then sorting stock for storage in the warehouse.
- Taking goods to and from the designated storage spaces, which include chillers and freezers.
- Operating a forklift truck to move and rearrange stock and ensure that products are stored safely and labelled correctly and safely
- Assisting in the Production and Packing Teams as requested
- Cleaning and maintaining the warehouse will also be part of the daily routine

To be considered for the role you will have previous experience working within a warehouse, production or manufacturing environment and have experience within stock control, goods movement, warehousing or similar. You should have a personable approach, with excellent communication skills both verbal and written. You should have current or previous counterbalance fork lift experience and be practical, flexible and systematic in problem solving and developing new systems, and comfortable working in temperature controlled environments. You need to have a good work ethic, have a flexible approach and be willing to adapt ways of working to support team requirements, have good time keeping and management, have an excellent standard of spoken and written English, be IT literate and used to working within a fast past working environment.

In return we can offer Mon to Fri working hours, on site parking and a generous hourly rate and the chance to join our growing organisation within a role that is varied and interesting and working form our modern, purpose built warehouse and production site in Frimley.

Please submit your CV asap for immediate consideration

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