

Storeman

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Company: Class 1 Personnel

Location: Bedford

Category: other-general

Class 1 Personnel are looking for a Storeman to work with a client based in Bedford. You will be someone who enjoys high pace environment.

Role Duties

Basic IT skills and a working knowledge of inventory management systems and word processing software

Excellent organisational skills

Excellent time management skills and exceptional work ethic

Ability to lift heavy items

Teamwork skills and ability to work independently

Liaise with suppliers to plan and amend issues i.e. ingredients not arriving, chasing credit notes and substitutions.

Plan team around supporting big day deliveries and distributing ingredients to all areas of the business.

To support all aspects of onsite stock inventory i.e. stock taking and regular stock assessments.

To maintain standards, company policies and procedures.

To ensure prompt and efficient preparation of receipt of goods, unloading and organising of goods of putting away store goods in a safe and timely fashion

Record and document all deliveries including temperature control and quality checks.

Correspond with suppliers when anomalies occur with deliveries and communicate with management.

Manage waste stream systems correctly.

Comply with statutory and company requirements.

Assist with the implementation of cleaning schedules to agreed standards within the food and disposable storage areas.

Working Pattern Monday to Friday Pay: £ £12.00/hr please be aware this role will be term time only 35 weeks a year

You will require a Enhanced DBS for this role.

If you are interested in this Head storeman role based in Bedford, then please apply today.

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Cross References and Citations:

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