

Storeman

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Company: Mansell Recruitment Group

Location: Croydon

Category: architecture-and-engineering

Our client is a well-established engineering company with a very strong reputation in industry. They are seeking a Storeman to join their busy team.

The Role:

The successful applicant will be an outgoing and hardworking team player. They will be open to change and will have a flexible and helpful approach to work. The applicant must be a self-starter and be able and willing to improve their working area with a view to increase efficiency.

Core responsibilities

To ensure goods are correctly booked in on the computer system, correctly packaged and despatched according to specified procedures and standards

Booking goods in/out for despatch or workshop use

Picking parts in accordance with the picking list

Prepare goods for despatch, ensuring they are suitably packed

Maintenance of bin location and other information

Identifying shortages and informing purchasing/production control

Checking paperwork for accuracy

Data entry of stores transactions on computer system

Cycle counting of parts

Loading/unloading trucks with incoming/outgoing goods using a forklift truck

Ensure the general tidiness of workplace and quality and health and safety standards are always maintained

To perform other duties as assigned from time to time

The Candidate:

Current forklift licence essential for Counterbalance

Experience Aisle Master is desirable

Experience of computer stock systems and data entry

Ability to work accurately and independently

Previous relevant logistics experience desirable

The Package:

Offering from £26k – £28k plus Annual Bonus, Private Health Care, Dental Health Care and more

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