

## Warehouse & Yard Operative

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Company: M4 Specialists

Location: Sands

Category: construction-and-extraction

M4 Specialist are recruiting for a permanent Yard & Warehouse Operative who holds in date Reach & Counterbalance FLT licenses for our Customer, a Roofing specialist for their branch in High Wycombe - HP12 3RS

### Job Description

The successful applicant will be responsible for the service of customers and the upkeep of the yard and warehouse areas

Working efficiently as part of a team in which you make sure our customers can rely on a timely, friendly and dependable service

Dealing with customers in a professional and polite manner

Forklift truck driving - both Reach & Counterbalance

Loading and unloading vehicles

Preparing orders required for delivery vehicle

### Key Responsibilities

Ensuring that customers are served promptly and efficiently with the correct materials

Ensuring that Company procedure and Policies are used at all times

Receive and check off deliveries to the branch, highlighting any discrepancies and ensuring correct and timely storage of goods are in line with Health & Safety Guidelines

Ensure yard and warehouse are kept tidy at all times that stock is clearly identifiable and low stock levels are highlighted to Branch Management where necessary

Ensure that forklifts are used and maintained in an appropriate manner in line with Health & Safety Guidelines

Assist with picking and loading of orders

Work and communicate as a team member to ensure the branch operates efficiently and effectively within Company Procedure

Perform any other duties including stock-taking and as maybe deemed necessary or as maybe required by the Company

JOB TITLE: Yard & Warehouse Operative

SECTOR: Industrial

LOCATION: High Wycombe - HP12 3RS

SALARY: £27-28k per annum

M4 Specialist are an employment business and operates as an equal opportunities employer.

Authority to issue an advertisement in respect of the above mentioned position has been obtained from the hirer concerned.

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