

Workshop Assistant

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Company: Jago Consultants

Location: Portsmouth

Category: other-general

Job Description

Yardman / Workshop Cleaner / Workshop Assistant / Garage Hand / Garage

Assistant needed by Commercial Vehicle Garage. Full details below!

Location: Portsmouth

Must have HGV licence!

Hourly Rate: £12 – £13 per hour

This position is directly accountable to the Workshop Foreman for daily routine. The successful candidate must be honest, principled and trustworthy. Show a great deal of self-motivation in the way in which duties are conducted, the productivity of the workshop as a whole is directly affected as consequence of this. Must hold and maintain a current full driving licence. Deliver parts to our customers and collect parts from our suppliers as and when requested.

MAIN DUTIES:

Carry out MOT Steam Clean on vehicles

Keep the workshop clean and tidy

Sweeping and cleaning the workshop floor, including the pit lanes

Use of industrial cleaning and vacuum to deep clean bays and other areas as directed

Emptying bins and removing scrap items and place in bin area at least once a day

Returning workshop special tools to the store

Sweeping and cleaning the store room

Keep the yard clean and tidy from weeds and rubbish

General husbandry as requested by Senior Management

Cleaning and vehicle checks of courtesy vehicles

Ensure forklift is filled up weekly and supply of fuel is readily available

Assist Parts Department by delivery parts to our customers or collecting parts from our Suppliers

Ensure safe working procedures are adopted in accordance with the current company Health & Safety policy

Any other task, as requested by Senior Management and Directors for the good and benefit.

Hours: Monday to Friday, 8.00 am to 16.30 am with 30-minute unpaid lunch break

Salary range £12.00 to £13.00 per hour

Overtime after 40 hours per week completed

HGV license a advantage but not essential.

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