

JOB VACANCY - WAREHOUSE & PRODUCTION OPERATIVE

Job purpose and scope: To ensure safe, effective and efficient operation of site storage area processes and adherence to procedures. To provide cover for production when required. Responsible for ensuring goods in and out are delivered to a high standard and the storage areas are kept in excellent order.

Location: Trafford Park, Manchester

Working hours: 40 per week, 07:00 – 15:30 (plus additional hours when required) **Reporting to:** Plant Manager

Principal Accountabilities:

Storage area duties

- Ensure safe working practices at all times
- Move/load products on to vehicles at the storage areas
- Offload products into the correct areas at the storage areas
- Complete delivery and dispatch notes
- Communicate and liaise with the Bramhall and Salford sites to ensure records are updated and any issues regarding collections/deliveries are highlighted immediately
- Communicate and liaise with transport companies immediately to resolve any issues regarding collections/deliveries
- Report required maintenance and any unsafe conditions to the Shift Leader, Plant Manager or Maintenance Manager immediately
- Ensure the storage areas are maintained to a high level of housekeeping
- Ensure stock is organised in the correct aisles
- Ensure consumables are replenished e.g. gas for FLT, pallets etc.
- Ensure paperwork is completed accurately
- Any other duties as required

Production

- Ensure safe working practices at all times
- Completion of batch sheet and log sheets
- Report any required maintenance and any unsafe conditions to the Shift Leader, Plant Manager or Maintenance Manager immediately
- Ensure all areas worked in maintain a very high housekeeping standard
- Work with other operators and other shifts to achieve production targets
- Any other duties as required

Knowledge and experience:

- Experienced in warehouse/production environments
- FLT License
- Positive, can do attitude and self-motivated
- Excellent attention to detail
- Well organised and works well under pressure
- Excellent interpersonal skills

Applications:

Please email your covering letter and CV to jobs@axionrecycling.com

Alternatively please post your covering letter and CV to:

Jane Bennett, Axion Recycling Limited, Unit 2 Tudor House, Meadway, Bramhall, Stockport SK7 2DG

Posted: Friday 27th October 2017

No agencies please