

## Warehouse Operative

### The Company:

Tibbetts Group is a family-owned business established over 37 years ago, with approximately 130 employees across 4 locations. The business has a global customer base selling in over 22 countries with global revenues of over £50m. We are a business that prides itself in serving blue chip companies as customers and are regular award winners with fast track 250 for export and Oxfordshire Business Awards.

### Role Overview:

To facilitate and administer the flow of goods through the Atcham Warehouse according to the customer's demand.

### Key responsibilities include:

- Preparing customers' orders for despatch including, picking, assembly, packing and presentation of goods
- Working closely with the internal sales team to ensure an accurate response to customer demands and on time delivery of goods
- Investigating and responding to critical errors to ensure that mistakes are eradicated
- Administration of warehouse activities via the Winman system including booking in incoming purchases, outgoing despatches, completion of manufacturing orders, and document scanning
- Assisting in stock taking and discrepancy investigation
- Cleaning the warehouse according to the warehouse cleaning regime
- Ensuring that the working area is clean and tidy at the end of each operation
- Communicating regularly with your Team Leader to ensure an efficient flow of activities and to maximise resources

### Skills & Experience:

- Previous experience within a Warehouse environment
- Ability to work individually or by themselves
- Good standard of verbal and written English along with numeracy essential
- Due to the nature of the role, you will need to be physically fit
- Bendi FLT licence would be advantageous but not essential

### The Benefits:

- Annual bonus scheme
- Long service incentives
- Stakeholder Pension scheme
- Life insurance
- Cycle Scheme

[www.tibbettsgroup.com/careers](http://www.tibbettsgroup.com/careers)

# Job Vacancy

- Health shield cash plan scheme
- 23 days annual leave rising to 25 days on 5 years' service + bank holidays
- Holiday buying scheme
- Excellent modern new facilities

## **Additional Job details:**

- Application deadline – Friday 17<sup>th</sup> September 2021
- Hours – 41.5 hrs per week Monday to Friday
- Location – Atcham, Nr Shrewsbury with the requirement to travel to other sites on occasion

If you would like to apply, please send your CV along with a cover letter to:

[hr@tibbettsgroup.com](mailto:hr@tibbettsgroup.com)