

Job Title: Warehouse Operative

Working Hours: Part-time, 22 hrs per week

Salary: £9.50

Job Purpose:

To provide great customer service by accurate order fulfilment. To maintain the warehouse in order. To update and maintain specialised software.

Main Job Duties:

- Fulfil customer orders
- Manage inventory
- Receive inbound goods
- Organise and tidy warehouse
- Maintain fulfilment software up to date.
- Transport parcels to courier drop off points.

Competency:

Required

- Good eye for detail
- Computer literate
- Likes order
- This job involves climbing ladders and moving loads of up to 15kg
- Driver's licence with own transport

The preferred working times are as follows, but there may be room to be flexible.

Monday: 8.15-16.45 (30 mins lunch break)

Tues: 13.15-16.45

Wednesday: off

Thursday: 8.15-16.45 (30 mins lunch break)

Friday: 1.15-16.45