

JOB ROLE PROFILE

Business title:	BATA Ltd
Job Title:	Warehouse Operative
Work Location:	SWLF, Blaguegate Lane, Skelmersdale, Lancashire WN8 8TZ
Hours of work:	40 hours per week with a 1 hour unpaid lunch break. 5 days over 7 including Saturday. Flexible shift working may apply.
Nightwork:	No
Job type:	Permanent
Driving License:	Full UK Car License
Preferrable:	FTL License

Job Purpose

The Warehouse Operative's primary role is to work within a team of Warehouse Operatives performing day to day duties of goods receiving and goods dispatching of all products relevant to SWLF's agricultural, retail store and feed manufacturing operations. The role encompasses all aspects of goods handling, forklift truck operation, serving customers with goods from the warehouse, van deliveries, stock-taking, and housekeeping. Accurate processing of goods documentation at the goods in and the dispatch point is essential to this role.

Job Responsibilities

- Adherence to safe working practises and H & S instructions.
- Taking and following instructions from the Store Supervisor, Warehouse Team Leader/ Warehouse Manager.
- Responsible for daily checking of forklift trucks and reporting of any defects to the Team Leader.
- Responsible for accurate goods receiving and checking against associated documentation / accurate goods dispatching as per the picking list & store requirements.
- Loading and unloading of vehicles with or without forklift trucks whilst adhering to safe working practises and maintaining a safe working environment.
- Day to day picking of goods orders for customer delivery using picking lists and / or computerised scanning technology.
- Delivery of products to customers using company vehicles.
- Responsible for Warehouse / site housekeeping to the highest standards.
- Following stock rotation procedures & assisting in stock-taking when required.

Staff engaged by SWLF are engaged in accordance with the Company's Standard Terms and Conditions of Employment.

If you think you have the skills and experience we are looking for, we would love to hear from you!

Due to the high number of applications if you have not heard from us within 14 days from submitting your application, please assume you have not been successful on this occasion.