**Job Description**

|  |
| --- |
| **Job Title:** Yard Operative |
| **Based at:** Needingworth Rd, St Ives Cambridgeshire, PE27 3ND |
| **Position reports to:** Logistics Supervisor |
| **Job purpose summary:** To pick and prepare equipment, load and unload vehicles, service & maintain stock levels |
| **Key responsibilities and accountabilities:**   * Loading and unloading delivery vehicles using mechanical aid or by hand * Sorting and grading stock * General housekeeping * Picking and preparing loads * Ensure materials are disposed of correctly in line with company procedures * Good practice of health and safety, using supplied PPE appropriately * General servicing of items ensuring quality levels are maintained |
| **Other significant data:** Flexibility to work in other areas of the depot as required |

**Person Profile**

|  |
| --- |
| **Personality:** Team Player, Self-motivated, work well under pressure |
| **Personal situation:** Available to work in a busy logistics environment. capable of lifting heavy materials of a prolonged period of time. Working on you feet all day – high level of fitness required. |
| **Level of training:**  No minimum level, experience in a yard preferred, Slinger/signaller and/or forklift ticket preferred |
| **Specific job skills:** Drive forklift, Excellent verbal communication skills, ability to work well with your hands, thinking and reasoning skills. |
| **I T skills:** N/a |
| **Literacy and numeracy:** Ability read and pick numerous items from picklists |
| **Commercial skills:** Ensure all items dispatched are to the highest of standard to reduce onsite delays. |
| **Management ability:** Not required, will provide training to enable progression |