

Job Advertisement

Job Holder:	
Job Title:	Driver/Warehouse Assistant
Department:	Warehouse
Location:	Cooper and Turner - Glasgow
Reporting to:	
Job Description	
<p>Overall Goal:</p> <p>To ensure that all work procedures are adhered to in a safe manner whilst maintaining a high quality of work, working towards set deadlines and targets in the most efficient and productive way.</p> <p>General Responsibilities & Brief</p> <p>(The duties listed below are not listed in any order of priority or importance and are not intended to restrict or prioritise the activities of the working day):</p> <ul style="list-style-type: none"> • Deliver goods to our customers and construction sites • Picking orders of bolts/nuts/washers as per any customer requirements • Packing Bolts into specific bag quantities using counting scales • Ensuring the correct parts and batches are being packed • Assembling Nuts and Washers onto Bolts • Reporting any discrepancies to Supervisor/Manager • Any other jobs required within reason towards the role/department <p>Key Role Objectives</p> <p>To deliver business/functional results, whilst developing and working towards the strategic core competencies and acting in the spirit of the company values (<i>START: Safety, Team Work, Accountability, Respect and Trust</i>)</p> <p>Hours of Work</p> <p>Monday to Thursday 8:30 – 17:00 Friday 8:30 – 14:45</p> <p>Rate of Pay</p> <p>Meets National Minimum Wage</p>	