

# Warehouse Operative



part of the Trifast plc Group

## Who we are

TR Fastenings (TR) is part of Trifast plc and is a leading international specialist in the design, engineering, manufacture, and distribution of high-quality industrial fastenings and Category 'C' components principally to major global assembly industries. Every colleague around the world is a valued member of the TR family who on a daily basis work together to deliver a high-quality service for all our customers.

We are looking to recruit two Warehouse Operatives on a permanent basis to join our National Distribution Centre based in the West Midlands (WS2 8DQ).

Working hours: Monday to Friday, 8am to 4pm or Monday to Friday, 7am to 3pm (37.5 hours per week).

## The Role

Reporting to the Warehouse Manager. Your main responsibility is to contribute to the effective and efficient running of the designated warehouse section. To ensure the delivery of a cost-effective service for both internal and external customers. To Deliver/locate all orders on time, understand and achieve targets for the functions within the team.

## Key Tasks

- To ensure the timely and correct processing of all documentation as directed by the Warehouse Manager.
- To ensure all FIFO procedures are adhered to.
- To ensure the accuracy of all stock records and report all discrepancies to the Warehouse Manager or nominee.
- To ensure accurate location of stock at all times.
- To ensure good housekeeping is maintained within Picking/Dispatch.
- To ensure all picking and dispatch activities are complete and accurate at all times.
- To ensure all picked items are checked against description, quantity and finish.
- To promote good customer relationships, both internally and externally.
- To meet Company standards by adopting all Company policies and philosophies.
- To ensure excellent communication and teamwork by maintaining a helpful, positive and friendly atmosphere with colleagues.
- To understand performance targets for the section and aim to achieve them.
- To ensure your knowledge and skills are regularly reviewed and updated.
- To ensure that Health & Safety is not compromised.
- To act as a responsible and effective team member to ensure the efficient and profitable operation of the warehouse function.
- To provide cover for DLF driving as and when required.
- To ensure that good communication links are followed, and you seek to be regularly updated on key business issues.
- To ensure you have a good working knowledge of Company policies and procedures.
- To ensure you will actively participate in appraisals, company initiatives, team meetings and meeting self-development needs. You will assist in training new staff as the need arises.
- To ensure you undertake any other duties necessary as defined by the Section Team Leader.

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## The Candidate

Ideally, you will have a background within warehousing and hold a forklift license, although this is not essential as full training will be provided. A valid UK driving license would be advantageous.

A desire to succeed is a must, along with a can-do attitude. The candidate must understand the importance of working as part of a team and have the motivation and initiative to work alone at times in order to get the job done. The ideal candidate will be someone who is used to working to deadlines in a very busy environment and who can think on their feet. The successful candidate must be able to demonstrate flexibility in their approach and be able to prioritise and remain focused at all times as accuracy is paramount to this role.

## What we offer

- On-site parking
- Life insurance
- Pension

## To apply

If you are interested, know of someone who might be or have any queries, please contact:

**Tiago Lopes**

Group HR Advisor

@ [careers@trifast.com](mailto:careers@trifast.com)

To apply for this role, kindly send your CV and specify the position you are applying for to the above email.