

## Warehouse Operative

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<b>Reporting to:</b> Warehouse Team Manager	<b>Direct Reports:</b> N/A
<b>Department:</b> Operations	<b>Location:</b> Leyton – Lea Bridge

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### Company Information

Established in 2000, Clinisupplies is a UK based medical devices company specialising in the manufacturing and marketing of products for the primary and secondary healthcare sectors.

#### *Mission*

Access to precision medtech for every patient, globally.

#### *Values*

- Agile
- Inquisitive
- Collaborative

### What do we stand for?

#### *Same on outcomes. Better on price*

At Clinisupplies, we want to make a difference in healthcare. That means understanding our customers' needs and delivering on their biggest priorities. We recognise that the NHS needs to offer quality of care and save money – that's why Clinisupplies offers products that are designed to deliver value to customers. With a strong focus on Urology, Wound & Skin care, and Wound Closure, our products and services are developed to assist clinicians and patients, with practical solutions that provide high quality outcomes at an exceptional price.

### Role summary

The successful candidates will be joining a fast growing organisation. Reporting to the Warehouse Team Manager, you will make sure incoming as well as outgoing deliveries are managed to the highest standard and in line with procedures, processes and health and safety standards. The role is working 35 hours per week Monday to Friday separated into two shifts 6am-2pm and 10am-6pm on a fixed basis with occasional weekend work as required. We currently have a couple of vacancies in the 10am – 6pm shift.

## **Key Responsibilities**

*The following provides an indication of the key responsibilities involved in this role but is not intended to be an exhaustive list of all the duties that you may be required to do*

- Maintain a thorough check of all dispatches and documentation of all Clinisupplies products
- Maintain a regular cycle count of all stored Clinisupplies products including date of expiry
- Have an understanding of working in a safe and controlled manner and adhere to health and safety standards and policies
- Unload and load deliveries
- Make sure that documentation is filed in accordance with normal stores practice
- Where applicable be familiar with the operation of the fork lift truck
- Maintain the stores areas so they are kept clean at all times
- Check in all incoming goods received
- Pick and pack a large daily amount of orders
- Maintain stock to desired levels
- Deliver goods to designated depots as and when requested

## **Experienced Required:**

- Experience of working within a warehouse operative role
- Good communication skills
- Ability to develop and manage relationships internally and externally
- Ability to work to deadlines and multi task in a fast paced warehouse environment
- Ability to work on your own initiative as well as part of a team
- Well organised
- High attention to detail and quality of work
- Good computer skills

## **Desirable**

- Previous experience of working within a medical or healthcare industry
- Valid Forklift (Counterbalance/ Reach)
- Clean driving license
- SAP

Clinisupplies Limited is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

Clinisupplies is dedicated to the continuous development of our employees and offer excellent career prospects for the strong candidate. We offer an attractive benefits package including a competitive salary of £22,000 per annum, 27 days holiday (increasing with service) plus bank holidays, pension, profit related pay, life assurance and personal accident insurance.