

## **Warehouse / Goods in Operative**

Middlesex Aerospace is a strategic market leading British aerospace manufacturer and global aerospace engineering company and we pride ourselves on delivering excellence.

We are currently looking to recruit a Warehouse / Goods in Operative to join our team on a full-time basis.

Do you believe you are self-motivated and able to work independently or as part of a team? Do you have good attention to detail? Are you enthusiastic, adaptable with good interpersonal skills?

**This could be the role for you!**

### **Overview**

We are looking for someone to join our warehouse team in supporting the business to ensure the smooth running of the goods in/out department.

### **Principal Accountabilities**

Reporting to Procurement & Operations Director

- Taking delivery of goods
- Storing goods in the correct locations
- Moving stock around the factory
- Being accountable for unloading deliveries including checking all documentation
- Maintaining records of any discrepancies found on paperwork, damage to goods etc.
- Stock checks
- Planning Logistics/External couriers
- Liaising with internal stakeholders

### **Desired Skills & Experience**

- FLT Counterbalance – essential
- Excellent communication, literacy and numeracy skills
- Good working knowledge of Microsoft Word and Excel
- Drive and motivation
- The ability to work under own initiative
- Eye for detail

**Closing Date for Applications: - 13<sup>TH</sup> May 2019**  
**For any further details or to apply please**  
**submit all applications to [jobs@middlesex.co.uk](mailto:jobs@middlesex.co.uk)**