



Job Title:	Forklift Driver
Department:	Warehouse
Base Location:	Tewkesbury
Hours:	A minimum of 37.5 hrs per week, 5 days over 7, working on a shift rota
Relationships:	Internal Departments
Responsible to:	Warehouse Team Leader, Supervisors, Manager
Responsible for:	None

The Team Cotteswold Purpose:

At the heart of a responsible and sustainable dairy community

JOB DESCRIPTION

Overview:

A vital role, responsible for the safe and timely transportation of our goods. Working as part of a team, the individual must be able to work quickly and maintain a positive attitude.

Main Duties & Responsibilities:

- Check goods in and ensure all goods are transported and/or unloaded in a safe and timely manner
- Assist the Operatives in accurately picking customer orders, completing stock rotations and replenishing stock
- Keep the Chilled Warehouse clean at all times providing a safe working environment
- Perform any other reasonable task as requested by more senior staff
- Understand and comply with the Company's Health and Safety Policy statement

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Skills (Essential):

- Forklift truck licence and experience
- Strong organisational skills with professional and clear communications skills
- Positive attitude possessing high levels of commitment, motivation and flexibility
- Have an eye for detail to ensure accuracy and precision
- Possess strong numeracy skills
- Ability to work flexibly to cover shifts and work to tight deadlines
- Knowledge of Health and Safety and safe working practices

Skills (Desirable):

- Experience of working in the dairy or similar food production sector

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