

D.W Nye Ltd
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Yard Operative **Job Spec**

The Company:

D.W Nye Ltd are a family run business who were founded in 1985 and over the last 30+ years have established themselves in being a leading building materials supplier.

Main purpose:

To load and unload stock for customers and staff, and to assist in the maintenance of stock in the yard / warehouse.

Main Duties:

- Attend to customers and the loading of vehicles.
- Prepare materials for delivery in the designated loading areas.
- Load Company vehicles.
- Unload and check the quantities and quality of goods delivered into the yard.
- Report shortages and damages to office staff before signing for goods.
- Put deliveries away in correct areas.
- Keep the yard and warehouse clean and tidy throughout the working day.
- Stock labelling and presentation of goods.
- Report any stock breakages or damages to office staff.
- Check condition and fluid levels on forklifts and loaders daily.
- Any other reasonable management request.

Person Specification:

The successful candidate must have the following:

- Able to demonstrate knowledge of general building, hardware, timber products and their application.
- Able to deal with customer queries and complaints in a polite and courteous manner.
- Experience of warehouse work.
- Well organised with a methodical way of working.
- Able to take the initiative regarding levels of stock and breakages.
- Detail conscious.
- Able to manually lift and carry loads.
- Basic numeracy skills
- Works neatly, tidily and safely
- Able to operate in a busy yard (busier than most yards)

Desirable Requirements:

- Experience of timber strength grading.
- Experience of different brick types.
- Ambition in operating in deliveries (LGV driver license paid for) and/or sales.

Package:

- Hours: Monday to Friday 7.00am-5.00pm and alternative Saturdays working from 8.00am-12.00pm
- Onsite Parking, uniform provided, work related functions, Employee Assistance Programme (EAP), subsidiaries provided.
- Baseline Salary is £21,800 with additional tickets for equipment used. Maximum potential earnings between £24k and £25k.