



## We are recruiting..

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An opportunity has arisen for a full time **Goods Inward / Warehouse Operative** to join the busy Trade Parts team working at our UK headquarters in Swineshead, Boston.

This new role would suit a bright, enthusiastic individual having excellent communication skills together with the ability to work well with modern IT systems. A good mechanical mind to assist with the correct identification of agricultural spare parts would be advantageous, as would experience working within a similar warehouse environment. Full training will be provided based on the candidates experience.

In return for your commitment, Grimme UK offer an attractive remuneration package including company Healthcare and contributory Pension scheme.

### Key Responsibilities:

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- Receipt and forwarding of all goods received to relevant departments on a daily basis.
- Storage of items received into stock, including their correct identification and necessary stock rotation.
- Collation, packing and despatch of orders from our Trade network as workload dictates.
- Loading / unloading of delivery vehicles each day ensuring all relevant paperwork is completed.
- Operation of forklift trucks and their charging where required.
- General cleanliness of the goods inwards area.

### Key Skills & Qualifications:

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- Excellent communication / numeracy skills.
- Full clean UK driving license.
- Knowledge of IT based Parts Stock Control systems and the Microsoft Office suite Inc. Excel
- Outgoing and confident personality able to work within an existing focussed team.
- Experience with Counterbalance Forklifts and their operation.
- Keen attention to detail.
- Flexible, organised approach to work.

### Further Information:

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Please direct all applications to the HR Department in the strictest confidence, including a current CV and covering letter via email: [hr@grimme.co.uk](mailto:hr@grimme.co.uk) or by post to the below address.

**Closing date for applications Friday 12 May 2017.**