

## Warehouse Assistant (Evening Shift)

Liberty Wines is one of the most dynamic and fastest growing wine companies in the UK, supplying a wide range of premium wines to all sectors of the trade including restaurants, regional wine merchants and multiple grocers and specialists. This growth has been driven by the quality of our wines, our service and our people.

An opportunity has arisen for a Warehouse Assistant to join our team. Reporting directly to the Shift Team Leader, the role will have responsibility for the following:

### Warehouse

- Picking and preparation of orders for despatch
- Vehicle loading and unloading (hand ball and forklift)
- Liaison with Customer Services, and other internal departments, to ensure all queries/customer enquiries are resolved within service levels
- Ensuring service standards are maintained and work processes are followed and continually monitored to be improved
- High attention to detail.

### Stock Replenishment

- Stock put away from our daily stock replenishment
- Ensuring accuracy of stock put away into correct locations

### General

- Working in accordance with Company Health and Safety policies and procedures
- Actively participate in continuous improvement activities
- Any other reasonable tasks as required

### Person Specification

- Flexi forklift licence desired but not essential
- Excellent accuracy and attention to detail
- Able to work unsupervised, and plan own workload
- Computer literate

### Hours

- 1:30pm to 10pm Monday to Thursday and 10am to 6:30pm on Friday (40 hours per week)
- Possible variable shift pattern during the week with voluntary overtime during peak periods

### Salary & benefits:

Salary is dependent on experience with the following:

- Discretionary personal bonus of up to 5% of basic salary based on performance against key objectives
- Participation in discretionary Company bonus scheme
- 25 days' holiday
- Stakeholder pension scheme/travel insurance
- Discounted wine

Located in Clapham North, south west London and Investors in People accredited, Liberty Wines is an award-winning company which offers excellent opportunities for training and development alongside a great working environment.

Please apply with covering letter and CV to [warehousejobs@libertywines.co.uk](mailto:warehousejobs@libertywines.co.uk)  
[www.libertywines.co.uk](http://www.libertywines.co.uk)



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