



Driver, Stores & Warehouse Assistant

Location: Kidderminster

Job type: Stores & Warehouse

Salary: negotiable depending upon experience

Ref: DSW0419

Hours: 37.5 hours per week

Avensys UK Ltd offer bio-medical equipment engineering service solutions, including:

- Maintenance and Repair: bio-medical, dental and endoscopy equipment
- Resale: ethical resale service for surplus equipment, plus sale of new and reconditioned medical equipment
- Training: bio-medical equipment training

Role Overview:

Driving duties which will require the safe and efficient delivery of both units and consumables to our customers nationwide ensuring that the correct serial numbers have been signed as received by the customers. Stores and Warehouse duties will be to assist with stock control and warehouse movement.

Job responsibilities include but are not limited to:

- Follow store procedures for receiving and storing of goods
- Safely deliver goods to the customer at a variety of destinations across the UK
- Protect Company property by following security procedures
- Follow store procedures for receiving deliveries
- Learn company processes for sending goods out via couriers
- Work closely with the Stores Supervisor to ensure that correct stock levels are maintained, and paperwork is up to date and accurate
- Ensure that all goods are stored safely and accessibly
- Help to carry out audits as per company procedures

Key KPIs:

- Ensure goods are delivered safely and to the appropriate person/department
- Maintain 100% accuracy on stock control
- Ensure all goods that have been sent out are accounted for and successfully delivered

Experience and skills required:

- Positive and hardworking attitude
- Understands the importance of good housekeeping and presentation
- Takes a pro-active approach to security
- Demonstrates a positive attitude to Health and Safety
- Able to work effectively in a busy environment
- Full Clean Driving License
- General administration experience to include use of Microsoft Office/Excel



Closing Date: 30 April 2019

We are committed to ISO 9001:2015 QMS and ISO 13485:2016 standards.

To apply please email your CV and covering letter to the HR Team at: hrteam@avensysmedical.co.uk

Due to the popularity of some positions, we reserve the right to close the vacancy early on receipt of sufficient applicants.