Marley VACANCY BULLETIN	
Closing Date:	18 th June 2021
Job Title:	Yard Operative
Location:	Keele

The role of Production Operative (Yard Loader) is Day Worker based within the Logistics Department at Keele, reporting the Operations Manager. Main duties will be to ensure safe operating of all mechanical and computer-based machinery, working as part of a team and ensure that Loading targets are achieved.

Key responsibilities; Loading and unloading goods; Handling inbound and outbound goods; Warehousing; Premarshalling duties; Housekeeping Duties; Correct product identification; Adherence to Health and Safety practices; To carry out other tasks as deemed necessary, that are within the job holder's capability.

Safety and Environment; Act responsibly and safely in the workplace always to ensure a safe working environment. Follow all site rules. Follow safe working practices and procedures including timely reporting of accidents and emergencies. **Quality:** Ensure production complies with product specification and appearance acceptable to customer. Report any production issues immediately to minimize problems. **Communication**: Be pro-active, work with other members of the team as required. Record information as and when required, feeding back information and issues to the Operations Manager. **Operational Performance;** Participate in lean improvements and techniques. Operate all sections of Yard to ensure a fully flexible workplace. **Workplace Organisation**; Be responsible for all designated housekeeping and developing and maintaining standards for the yard.

Always maintain focus on gold standards of safety, constantly vigilant and pro-active in respect of recognising and reporting hazards, ensuring high levels of awareness, and taking a continuous improvement approach to the working environment and Safety behaviours in respect of self, colleagues and any other third parties/visitors. Always seek to add value, applying lean principles, wherever applicable. Any other duties that are within the capability of the job holder that may be required from time to time.

The job holder is expected to work as part of a team in a high pressure, safety driven, production environment. Can work safely on their own initiative. Has attention to detail. Is effective at communicating. Is flexible in terms of working requirements. Can follow rules but is also capable of showing some initiative. Should offer a flexible approach to working requirements and is expected to ensure adequate cover to meet loading demands, this may require undertaking tasks that are out of your usual area. At times, the job holder may need to travel away from site for training or other requirements. A flexible approach to overtime working will be required.

Flexibility is essential and the job holder must be prepared to work across all loading activities. A desire to work as part of a team to achieve a common goal must be demonstrated.

Qualifications, experience, skills and knowledge; The job holder will hold a valid forklift licence and be able to operate essential handling equipment. In addition, it will be necessary to carry out housekeeping duties as well as stock checking and reporting duties. High level of awareness, and pro-active approach, towards safety with a soundtrack record of achieving high standards of safety at all times for self, team members, all colleagues and third parties as appropriate.

To apply for this position please email your current CV to careers@marley.co.uk

Recruitment Agencies: Marley does not accept any speculative approaches to present candidates for advertised vacancies.