



## **Vacancy – Delivery Driver / Stores Person**

Axiom Process specialises in the fabrication and supply of stainless steel pipework and membrane separation systems, for the pharmaceutical, food and beverage, dairy, chemical, cosmetic and toiletries industries. Currently employing around 72 personnel and manufacturing from a 30,000 ft<sup>2</sup> facility based on the Hendy Industrial Estate, Swansea. This is an exciting opportunity to be part of a growing organisation with the objective to be number one in its market.

We are looking for a person who can work as part of a team to play a key role in the smooth and efficient running of the Stores and Goods In/Out department.

Duties will include:

- Unpacking, checking and storing goods inwards
- Assist with picking products from Works Order
- Packing of goods outwards
- Deliveries to customers
- Maintaining and recording accurate stock levels
- Keeping stores area tidy
- Assist with chasing/ storing / retrieval of material certificates received with goods inwards
- Assist with data entry as and when required
- Assist with any other tasks as required by the Stores Manager as and when necessary

Qualities and Skills required

- Organised, ordered, self-disciplined
- Good interpersonal skills
- Computer literate (use of Excel & Sage Accounts would be an advantage)
- Good numeracy skills
- Flexible
- Full clean driving licence
- Engineering background would be an advantage

38.75hours p/w

25 days holiday per annum plus bank holidays

Salary dependent on experience

Company pension scheme available

Application forms are available from our Personnel Department

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