



Role	Driver/Warehouse Operative	Position type	Full time
Department	Stores	Holidays	34 days per year
Reporting to	Warehouse & Logistics Manager	Hours	37
Location	Woking	Doc version	v1
Apply with your CV and a short covering email to <a href="mailto:recruitment@wandsworthgroup.com">recruitment@wandsworthgroup.com</a>			

## Company overview

Established in 1904, The Wandsworth Group consists of three business areas:

Wandsworth Electrical, Wandsworth Healthcare and Wandsworth Smart Buildings.

- Wandsworth Electrical manufactures premium light switches and sockets, which can be found in some of the most prestigious addresses in the world from Buckingham Palace to the Burj Al Arab in Dubai. We are proud to be able to apply the Made in Britain label to our products, which are manufactured on site in Woking.
- Wandsworth Healthcare provides bespoke Nurse Call systems at patients' beds across a wide range of healthcare applications in both the NHS and private settings.
- Wandsworth Smart Buildings combines traditional Wandsworth technology with KNX enabled building management solutions, from our German owner, GIRA for complete building automation.

As a business we pride ourselves on the quality of the products we produce as well as the quality of the service we offer to our customers. Our team are a key component of what makes us special, we have many staff who have worked with us for over 20 years and we work hard to retain and develop our team.

## Role overview

The Driver/Warehouse Professional is a key role that involves driving, warehouse duties, and facilities management. The role requires maintaining safety standards, managing deliveries, operating forklifts, and supporting various business needs.

## Duties and responsibilities

- Deliveries and collections to/from subcontractors
- Maintain health & safety, and environmental standards in accordance with company procedures and regulations
- Operate electric Forklifts for goods receiving, dispatch, and internal needs
- Operate Reach Trucks to support warehouse functions
- Support sustainability initiatives, manage facilities inventory, and perform building maintenance as needed
- Support ad-hoc driving requirements as instructed by the Warehouse and Logistics Manager
- Undertake other duties as required

## What we offer

To give all new team members the best possible start, we have a structured onboarding and induction programme, this will include on the job training and support, tailored to your role and department.

As well as the usual competitive salary, free parking, paid for social events, Cycle to Work Scheme, complimentary hot drinks and a supportive atmosphere where colleagues are encouraged to reach their full potential, we have developed a set of benefits which add real value to our team:

### Enhanced holiday allowance

We give our team an enhanced holiday entitlement of 26 days, plus bank holidays, totalling 34 days total. There is an option to carry over up to five days into the following year.

### EAP (Employee Assistance Programme)

All members of the team have access to our EAP Employee Assistance Programme, including a 24-hour helpline from Health Assured to support with wellbeing, legal information, medical information and costumer issues.

#### Salary Sacrifice Medical Insurance

All members of our team have access to a, no questions asked, discounted, medical cover provided by BUPA. Paid for through a tax efficient salary sacrifice scheme.

#### Personal development program

All team members have access to MyPDP, our company's personal development program, which encourages and supports continuous learning and professional development.

# Person Specification

	Essential	Desirable
<b>Qualifications</b>		
Clean and valid Driving Licence, minimum category B	x	
Counterbalance Forklift Licence		x
Reach Truck Licence		x
<b>Personal qualities</b>		
Reliable and trustworthy	x	
HS&E and Quality mindset with a "first time right" attitude	x	
Highly motivated	x	
Professional and courteous in interactions with colleagues and customers	x	
Positive Attitude	x	
Team Player	x	
Punctual	x	