



Warehouse & Dispatch Operative

Location: Advanced Manufacturing Park, Selden Way, Rotherham, S60 5XA

Hours: Monday to Friday 9am – 5pm (37.5 hours per week)

Salary: £Competitive and dependent on experience

World-class engineering solutions provider, NIKKEN Kosakusho Europe Ltd, is looking for a Warehouse & Dispatch Operative to join our fast-growing team. The successful candidate will be friendly, hard-working and able to work well with multiple departments to deliver an excellent service to our customers.

Person Criteria:

- Previous experience in a warehouse environment, computer literate.
- Excellent attention to detail with strong literacy and numeracy skills.
- Valid forklift truck licence and full clean driving licence.
- Self-motivated, driven and the ability to work within a small team.
- Physically fit and used to working under pressure to meet tight timescales.
- Experience with Microsoft Office, including Outlook, Word and Excel.
- Experience in a stock control system such as SAP or Epicor.

What NIKKEN offers:

- Competitive salary.
- 28 days annual leave plus bank holidays.
- Excellent career progression opportunities.
- Opportunity to work for an innovative and respected engineering company with solid growth plans.
- Further training opportunities.

About NIKKEN:

NIKKEN Kosakusho Europe Ltd is a leading supplier of world class precision engineering products such as CNC Rotary Tables, NC Tooling Solutions, Tool Presetters and Spindle Optimisation Solutions. Our elite product range makes us the number one choice for precision manufacturers, Original Equipment Manufacturers (OEMs) and Tier One suppliers operating in high value manufacturing environments.

The Role & Expectations:

The role can be physically demanding and involves picking and packing orders by hand in a busy warehouse, occasionally lifting up to 30kg. The role also includes various administrative and inventory management tasks, including data entry, record-keeping, managing stock levels and creating documentation for inbound and outbound shipments. Your main activities will include:

- Receiving incoming goods and placing them correctly within our warehouse using systems and protocols.
- Picking and despatching outgoing goods in a timely and efficient manner to meet strict deadlines.

- Liaising with carriers to arrange collections and deliveries via computer systems.
- Delivery driving using company vehicles as and when required.
- Competent driving of forklift trucks, including loading and unloading of vehicles.
- Effective stock control and participating in regular stock checks.
- Using a range of software, including our Epicor stock system and Microsoft Office to follow warehouse procedures.
- Covering the management of the warehouse when the Warehouse Manager is out of the office.

To apply, please send your CV and your interview availability to nikkencareers@nikken-world.com.

Alternatively, you can send your CV to NIKKEN Careers, NIKKEN Innovation Centre Europe, Advanced Manufacturing Park, Brunel Way, Catcliffe, Rotherham, S60 5FS.