



WAREHOUSE SHIFT MANAGER TEES DOCK



The Company

PD Ports, based in North East England, is one of the UK's major port groups backed by a multi award-winning logistics business, specialising in portcentric logistics.

The Role

Warehouse C are looking to recruit a Warehouse Shift Manager to assist the Contract Manager, in providing a first class service to our customers and consumers in line with service level agreements.

Duties of the role include:

- Ensuring Health and Safety Procedures are in place and followed through a behavioural safety approach, as well as drafting risk assessments and safe systems of work
- Managing people through supporting and coaching the Team Leaders and Warehouse Operatives, as well as reviewing training requirements for the team
- Ensuring on-time and accurate service delivery to the customer through overseeing the receipt, pick & loading of product
- Liaising with the customer to update on performance against key KPIs and respond to queries
- Supporting on customer stock audits, as well as environmental, ISO and 5S audits
- Reporting on business KPI's, safety database information and EEMS, as well as creating other bespoke reports as required
- Supporting and preparing for growth with customers
- Maintaining housekeeping standards to 5S Level

Benefits

- Continental shift pattern, 20 days holiday
- Internal training and Safety Passport Training/ On-going training and assessments
- Sick pay scheme
- Cycle to work scheme
- Full uniform provided

- Employee Assistance Program for personal support (health, finance, etc.)
- Company pension scheme (up to 6% company contribution)

The Candidate

Applicants require excellent communication skills, leadership skills and drive to improve alongside the below initial skill base to apply:

- GCSE English qualification minimum Level 4 (Grade C or above).
- IT Skills – Microsoft Word, Excel, PowerPoint and Outlook as a minimum.
- Degree level management qualification would be an advantage.
- Experience of people and budget management.
- Understanding of health and safety legislation.
- Ability to produce reports/KPI's.
- Customer service skills.
- Approachability.
- Understanding of Employment Law and Working Time Directive

If you are interested in joining the team at this exciting time, please submit a detailed C.V. outlining your relevant skills & experience along with a covering letter to:

PD Ports
Group HR Department
17-27 Queen's Square
Middlesbrough
TS2 1AH

Or via e-mail: hr.admin@pdports.co.uk

Closing date: **3rd June 2022**

