

Job description

Job Title:	Warehouse Technician (Junior)
Reports to:	Operations Manager
Manages:	None
Hours:	Full time (40 hours per week) or Part Time (20 – 30hrs per week) Fixed Term
Payment:	£19.5k - £21k pro rata dependent on experience
Deadline:	21 st February 2020
Interviews:	4 th and 6 th March 2020

About EPS Oxford

Established in 2006, we provide high quality technical production to events across the UK. We have grown to cover all aspects of event production, including lighting, sound, staging, AV and power distribution. We provide rental equipment, sales, installation, servicing, production management and consultancy. We are company who pride ourselves on personal development and progression. We offer many opportunities to grow skill sets with official training and qualifications to match.

General Description

The Warehouse Technician (Junior) will support events and jobs that EPS are contracted to do. Primarily based at our warehouse in South East Oxfordshire, you will be tasked with supporting the Warehouse team ensuring smooth operation of the business, across the following departments: Hire and Production, AV Installation, and Venue Services. Due to the nature of the role, you will be required to work evening and weekends.

This position may require you to work alone and be self-sufficient. However, when in a team, you must be happy to take direction from more senior employees.

Main Job Tasks and Responsibilities

- Prepare equipment for hire
- Support the processes for transportation of equipment
- Support jobs on-site and from the Warehouse
- Support deliveries and collections from customers and suppliers
- Support good stock management
- Be customer facing and a representative of our company
- Follow Company Policies
- Be confident in lone working
- Any other such duties as the employer may require from time to time

Person Specification

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<u>Essential</u>	<u>Desirable</u>
Awareness of lighting, sound, power and staging equipment	Experience in a warehouse environment
Full Driving Licence (6 Points or fewer)	Experience using <i>Current RMS</i>
Strong team player	Experience driving vans
Excellent communication skills	BE, C and/or CE Driving Licence
Reliable, punctual, presentable and polite	Reach forklift license
Thorough approach to working with close attention to detail	Willingness for an <i>Enhanced DBS Check</i>
Physically fit and capable of regular lifting	