

**DRIVER/WAREHOUSE ASSISTANT
EDINBURGH STENHOUSE BRANCH
RICHMONDS PLUMBING & HEATING MERCHANTS LIMITED**

Richmonds is an independent privately-owned company supplying bathrooms and plumbing and heating goods to the building and retail sectors in Central Scotland. The company currently operates seven branches across Glasgow, Edinburgh, Paisley, Bellshill and Hamilton.

We are seeking a Driver/Warehouse Assistant to join our team based at our Edinburgh Stenhouse Branch. The Driver/Warehouse Assistant will be responsible for driving Company vans together with assisting with all aspects of general tasks within the Branch including but not limited to:

- carrying out Branch deliveries and collections;
- van maintenance including daily and weekly checks;
- excellent customer service at all times;
- assisting with the day-to-day operation of the Trade Counter as required;
- receiving, checking and booking in goods;
- storing goods safely within the warehouse;
- accurately making up orders;
- loading and unloading of vehicles;
- manual handling of stock; and
- general warehouse maintenance including maintaining a tidy and safe working environment.

The Driver/Warehouse Assistant will be required to carry out any other reasonable duties falling within their capabilities, as the needs of the Company dictate.

You will be reliable, motivated and have excellent time-management and customer service skills. You are organised and follow Health and Safety procedures. You will have at least one year's experience as a delivery driver, ideally within the plumbing and heating industry and/or building or similar trade. You will also preferably have experience in a warehouse-based role. Knowledge of plumbing and heating products is preferred but not essential.

A full clean UK driving licence is essential to this role.

Salary: Competitive, dependant on experience.

Hours: 42 hours per week, Monday to Friday 8am to 5pm and every second Saturday 8am to 12pm (subject to Branch opening times).

Benefits: 18 days' annual leave and 10 public holidays; employer pension contributions; and life assurance.

A note of interest along with a current CV should be sent by email to David Davis, Finance Manager at david.davis@rphm.co.uk

Closing date for applications: 30 November 2019