

Logistics Assistant

Founded in 1987, Metrol are global leaders in the innovation, development and operation of wireless down-hole systems. Our main office is located in Kirkhill Industrial Estate in Dyce, but operations are global, and we have offices in Dubai, the United States and other worldwide locations.

We deliver excellence in innovation and performance by caring about our relationships – both with our team and our clients. With a family business culture, we aim to create and provide a working environment that promotes from within, encourages training and development and allows and trusts individuals to maintain a work-life balance.

Benefits:

The role comes with a competitive salary and benefits package including:

- Culture that promotes teamwork and empowering individuals to make a difference
- Challenging role with on-the-job training, working as part of an expert team
- 33 days holiday with additional holidays for long service and long service awards
- Company Pension contributions
- Private Healthcare and Life Insurance
- Cycle to work and EV Lease scheme

The Role:

As part of our upcoming growth, we are actively recruiting a Logistics Assistant.

Main Duties:

- Process, package and ship orders accurately for Road, Air & Sea freight
- Organise stocks and maintain inventory
- Inspect products for defects and damages
- Examine incoming and outgoing shipments
- Receive, unload and place incoming inventory items appropriately
- Contribute ideas on ways to improve or optimize warehousing procedures
- Keep warehouse clean and organised daily
- Attend training courses as requested by management

Required Skills & Experience:

- Experience with Microsoft Office applications; Word and Excel essential
- Experience with logistics and/or stock control applications advantageous
- Previous experience of a logistics role within a "known consignor" warehouse is advantageous
- Dangerous Goods by Air, Dangerous Goods by Sea, Cargo Security Training Programme (courses can all be arranged by the Company)
- Forklift training

Location:

Our Main Office is in the Kirkhill Industrial estate in Dyce, Aberdeen.

Apply by email with your CV to Vacancies-Technical@metrol.co.uk