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# Example of Warehouse Operative Job Description

Our innovative and growing company is searching for experienced candidates for the position of warehouse operative. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for warehouse operative

* Being adaptable and flexible in your approach to work
* Repetitive light, medium and heavy lifting
* Dispatching orders using courier system
* Ensure accurate stock checking of parts
* Maintaining accurate records including timesheets, stocktake, manifests
* Keeping area tidy
* Helping in all aspects of the warehouse workload
* We are looking for a candidate with some experience of working in a busy warehouse/ stockroom
* There will be some physical lifting and moving of stock in this role
* We require somebody with a full driving license as you will be driving stock to different locations

## Qualifications for warehouse operative

* Fill out appropriate paperwork following the SOP
* Place product into a Quality Control holds area
* Apply Quality Control hold stickers on incoming material
* Sort and place materials on racks or shelves after Quality Control has approved
* Fill Production’s Work In Progress area with appropriate products
* Pull product from warehouse racking based off FIFO and based off Production’s demand