



WE ARE HIRING

Warehouse / Logistics Operative Apprenticeship

Memcon is a leading manufacturer of specialist components and materials for the fast-developing Printed Electronics market.

As part of our continued expansion we are seeking to strengthen our warehouse and logistics team.

Responsibilities

Position	Warehouse/Logistic Operative Apprenticeship
Location	Letchworth, Hertfordshire
Salary	We offer a competitive salary and benefits
Career Progression	This opportunity would lead to a full time position and advancement within the business in our logistics operation
Apprenticeship	Supply chain warehouse operative Level 2 (GCSE)

Main Duties

- Receiving of incoming product
- Checking and booking in product
- Checking Stock
- Picking and packing
- Labelling of product
- Order despatch
- Mail services
- General warehouse duties

Candidate's Profile

- Applicant needs to be numerate and accurate
- Good communicator both internally and externally
- Ability to work independently and as part of a larger team
- Experience using Microsoft office especially Word and Excel
- Driving license is not essential but would be an advantage

In the first instance please email your CV and covering letter to jobs@memcon.eu