

Warehouse Operative



The Role:

Reporting to the Warehouse Manager, you will become an integral part of the Warehouse Team ensuring an excellent level of quality and service to our customers. You will be responsible for supporting warehouse duties including goods inwards, order picking and packing. You will work closely with Sales Teams and the wider Operations Team to ensure customer requirements and KPI's are met in line with quality and health and safety standards.

The Person:

You are someone with an ability to get things done who is looking to join a leading Medical Company and a Great Place to Work. Your motivation and enthusiasm allow you to excel in both a team and individual environment. You have excellent communication and organisational skills with a positive attitude. You are a self-starter with ambition and looking to implement ways of continuously improving your working environment. You are a curious personality who looks to fully understand a problem before making assumptions.

The Company:

Named a "Great Place to Work" for 2021, PEI is a leading medical and surgical sales, marketing and distribution company. PEI's product portfolio includes major brands from world class manufacturers such as DePuy Synthes, Boston Scientific, Ansell and ResMed. This is an exciting opportunity to work for a company whose focus is in developing its people and ensuring they are equipped to provide service solutions to its customers.

PEI is committed to delivering a first-class service. All its clinical and sales representatives are equipped to give expert advice on the ward, in the OR, or in the patient's home. The focus on Customer Obsession together with detailed product expertise ensures our unrivalled customer care and excellent on-going product support, which have become synonymous with the PEI brand.

Basic Requirements:

- You will have a minimum of 3+ years' experience in a computerised warehouse environment
- Be computer literate; IT skills and administration experience
- Qualification in logistics or supply chain desirable but not essential
- Experience in working in a similar medical background desirable but not essential
- Flexible, reliable, hardworking with a positive 'can-do' attitude and strong work ethic
- Experience with Six Sigma, LEAN, or similar quality management methodologies an advantage
- SAP experience essential
- WMS and RFID experience desired
- Fluent in English with excellent interpersonal and communication skills
- Customer focused and must work well within a team environment
- Proven attention to detail and follow through
- Self-starter with the ability to work to deadlines
- Full driving License
- Valid Manual Handling and Forklift Certificates
- Computer literate in Microsoft Office

Roles & Responsibilities:

Reporting to the Warehouse Manager, below is an outline of responsibilities:

- Ensure all goods are picked and packed according to company SOPs and KPI's
- Oversee the booking in of all goods receipts and returns
- Ensure all goods are put away in correct location
- Develop and maintain a broad understanding and experience of all aspects of the PEI sales and support process
- Inventory control – Stock rotation duties
- Manage dispatch order queries
- Assist with programming ResMed PEI devices
- Assist with the returns process for all ResMed PEI devices
- Carry out all tasks in line with ISO standard operating procedures and adhere to all company compliance requirements
- Maintain warehouse to an appropriate level of cleanliness and in line with good health and safety practice
- Demonstrate standards of leadership in keeping with the PEI behavioural standards
- Take an active part, where possible and appropriate, in PEI initiatives
- Delivery of first-class support and service in line with expected standards from PEI

- Any ad hoc duties as required

PEI Compensation Package:

An attractive package is available to the right candidate.

To apply for this position, please send your C.V. and cover letter to hr@pei.ie, and include the job title and your name in the subject line of your email.