

Job title: Senior Warehouse Operative

Function: Handling of products from receipt to dispatch in an efficient and effective way with a focus on safety and key team metrics, with a strong focus On Time In Full (OTIF).

Lines of Communication

- Upwards – Goods In Warehouse Manager or Goods Out Warehouse Manager
- Internal – Goods In Team/Goods Out Team, Logistics Coordinators, Operations Administrator, Internal Account Support, QSHE Manager

Hours of work: 42.5 hours per week (between 07:00 – 17:00 Monday – Friday)

Location: Warehouse – Dorset Business Park (DBP)

Live the Tower values:

- Role model. Understand our values and manage behaviour accordingly.
- Celebrate success. Recognise when others get it right.
- Reinforce our values. Speak up when Tower's values are challenged.
- Show brand customer passion. Bring a fascination for customers and brands.
- Demonstrate integrity. Earn the respect and trust of those you work with.
- Show pride in working for Tower. Be rightly proud of your own and the team's accomplishments.

Duties

With a focus on supporting warehouse activities at our DBP site the role will:

- Undertake operational activities in line with team metrics:
 - Goods receiving + booking in (Goods Received/Outstanding)
 - Stock put away, stock relocations and stock picking (Stock Accuracy)
 - Checking, packing and despatch of orders to other depots and customers (On Time In Full)
- Conduct regular safety inspections of machinery and Mechanical handling Equipment (forklift trucks, pallet trucks, etc)
- Follow good warehouse keeping practises (a place for everything and everything in its place, 5S + Safety)
- Follow safe working practises and Standard Operating Procedures (SOPs)
- Input into Team Skills Matrix and support for team cross training

- Point of contact for Warehouse Operatives
- Deputise for line manager during absence
- Other operational duties as directed.

Skills & Experience

- Use of Manual Handling Equipment (Forklift)
- Stock control and handling in warehouse
- Intermediate in Excel, Word and Outlook
- Awareness of Dangerous goods for logistics
- Excellent attention to detail maintaining accurate records
- Awareness of 5S or continuous improvement structures
- Strong communication skills both written and verbal.

Personal Attributes:

- Displays passion for Tower's mission and vision
- Possesses high standard of integrity
- Values collaboration and team building
- Strives for high-quality work
- Displays problem-solving and critical thinking skills
- Self-starter/proactive with a 'can-do' attitude.

Last updated: February 2026