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## **Logistics and Fulfilment Operative - Hoxton**

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### **Who are we?**

A pioneer of organic home delivery, Abel & Cole is a brand famous for seasonal organic fruit & veg. Since 1988 we've built close relationships with other brilliant organic pioneers in order to deliver a wide range of fantastic organic food to people's homes across much of England. Abel & Cole are preparing to launch a new sub-brand which focuses on delivering food to the workplace. This new service will offer high-quality food with a convenient and easy-to-use service, married to the ethical values and high standards for sustainable business that Abel & Cole are known for. With backing and support from the main Abel & Cole business, this new brand has been created with a start-up mentality with the long term goal of creating a stand-alone business.

### **Role Summary**

Created with a start-up mentality and the long-term goal of becoming a stand-alone business, Fed by Abel & Cole is hiring a Logistics and Fulfilment Operative as its first hire into the operations team, to deliver the smooth and precise execution of day-to-day operational tasks. This promises to be a varied role from the start and offers a unique opportunity to work across the whole operation, helping fine-tune processes as we adapt to the changing environment from launch through to rapid growth. Flexibility will be key, and the ideal candidate will have a positive can-do attitude; great attention to detail and the ambition to grow with the company.

The Logistics and Fulfilment Operative's working day will be split between two core activities:

- 1) A nightly run from Andover to London, collecting the products in bulk from the Abel & Cole's Andover site, Hampshire, and delivering to the Fed warehouse in Hoxton, London. This may also include a collection round from London-based suppliers to the Fed warehouse on some days.
- 2) Running the daily warehouse and order fulfilment processes. Coordinating the packing team to ensure orders are fulfilled accurately and in time for collection from our delivery partners. Problem-solving and reporting on any issues or inefficiencies, with the aim of continuous operational improvement.

### **Here's what you'll be getting up to:**

- Collect bulk orders and deliver to Fed
- Carry out load checks to ensure all items are received in
- Unload items and set up picking line
- Timely and accurate picking of customers' orders
- Work with delivery partners to ensure timely dispatch of orders
- Ensure warehouse tidiness and health and safety measures are adhered to
- Report on any operational issues or blockers
- Work with the Operations Manager to ensure continuous improvement of the operations
- Daily vehicle safety inspections and fault recognition.
- Compliance with Company equipment care policies.
- Perform any other duties suitable to the position as required



**Here's what we are looking for:**

- The ability to work nights
- Held a full European category "B" driving license for 5 years or more.
- Experience driving light commercial vehicles in London
- Experience in warehouse or fulfilment operations desirable
- Organised, independent and focused; able to work with light-touch supervision and direction
- Excellent interpersonal skills relating to colleagues, customers and the public
- Basic IT skills and comfortable learning new technology
- An interest in good food!

**What we offer**

- This is a full-time permanent position working nights – Sunday PM to Friday AM
- 28 days inclusive of bank holidays running from the 1st May to 30th April.
- A free box of fruit and veg every week (It's pretty delicious!) alongside company discount of up to 35%.
- Cycle to Work Scheme.
- Grants for sport, performing arts, education and non-vocational courses.
- Contributory pension scheme

If the challenges and opportunities offered by joining the Fed operations at such an early stage excite you, then be sure to send your CV and a short cover letter explaining your interest in the role, along with any questions you have, to: [careers@abelandcole.co.uk](mailto:careers@abelandcole.co.uk) by January 28<sup>th</sup> 2019.