



Assistant Despatch Manager

Based: Wales / Shropshire Border – Bronington

Full time (weekend work included)

Maelor Forest Nurseries has exciting opportunities for Assistant Despatch Managers to join the Company.

Day to day, this will include planning and scheduling of tree despatch, preparing orders to meet customers' requirements, ensuring all required paperwork is completed accurately and on time, operating Fork Lift Trucks, as well as taking responsibility for any ad hoc projects as required.

Ideally, we are looking for the following skills and experience:

- Experience in working within manufacturing environment desirable
- Experience of planning and scheduling despatch
- Well-developed organisational, communication and planning skills
- FLT / Tractor licence desirable, however the training will be provided
- High attention to detail
- Ability to work on own initiative and to tight deadlines
- Willingness to work flexible hours / shifts

In return, we offer an attractive salary and benefits package, plus first class opportunities for personal and career development within our expanding nursery operations.

To apply, email your CV and cover letter, clearly stating the position you are applying for to moneill@maelor.co.uk and hr@maelor.co.uk.

Closing date: 2nd September 2019

Company's Job Applicant Privacy Notice is available at http://maelor.co.uk/uploads/cms_documents/Job%20applicant%20privacy%20notice.pdf