

Warehouse and Logistics Team Leader – Signal Plastics

Our organisation and what we do:

Signal Plastics was founded in 2012 and following the acquisition by Omega Plastics it became part of the Omega Plastics Group in 2015.

Since then, the Group, now with a workforce of over 160 colleagues, has enjoyed continued growth with significant investments made in both companies. In 2016 Signal Plastics relocated to a 43,500 sq. ft facility on Bentall Business Park, Washington. In 2019, Omega Plastics moved into a new 45,000 sq. ft facility on Team Valley Trading Estate in Gateshead, which is also our Group head office.

The Group provides a full turn-key solution of low to high volume tooling and plastic injection moulding services. We operate across 4 main sectors: Automotive, Medical, Industrial and Technical Products and Consumer Products.

Our technical expertise and reputation for delivering solutions to challenging problems or in short timeframes allows us to assist customers from product conception through the development cycle and into serial production.

We are strongly committed to ensuring that all colleagues understand how important their contribution is to the success of the business, which ensures they are engaged and motivated to drive the Group forward. We pay competitive salaries and invest in training for our colleagues.

We are committed to equality in employment - all employees hold responsibility for promoting an inclusive working environment where colleagues are treated with dignity and respect.

More information about us can be found at <http://www.omegaplasticsgroup.co.uk/>

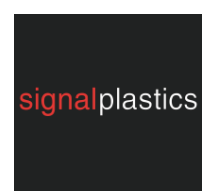
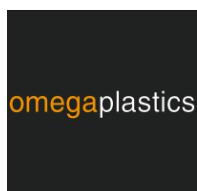
The vacancy

We are looking to recruit a **Warehouse and Logistics Team Leader** for Signal Plastics, one of the trading companies in the Omega Plastics Group, based on the based on Bentall Business Park, Washington.

This is a full-time permanent role, working predominantly Monday to Friday but there may from time to time be a requirement to work weekends to support emergency demand and stock checks. There may also be some requirement to work shifts.

The role reports to the Planning and Materials Controller with an indirect line to the Operations Manager.

This is a fantastic opportunity for a someone, preferably with previous experience in warehousing and logistics, to join a dynamic and growing group in a rewarding permanent role.



Key Activities

The role has responsibility for:

- managing a small team of warehouse staff;
- ensuring goods received in are as expected and booked in on time;
- ensuring customers' orders are dispatched accurately and in a timely manner;
- ensuring product is identified correctly and stock is stored in correct locations;
- supporting stock checks (weekends); and
- maintain a safe, clean and organised working environment.

See the Job Description below for more detail.

You will be expected to uphold the reputation of Signal Plastics as a highly technical injection moulded components supplier. You will also as part of the wider team contribute to the Omega Plastics Group's continuous improvement philosophy.

The ideal candidate:

The ideal candidate for this role will be an experienced Warehouse & Logistics team leader, confident and assertive, with a professional agile attitude, able to roll up their sleeves to ensure the end goal is achieved.

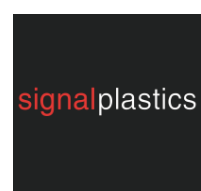
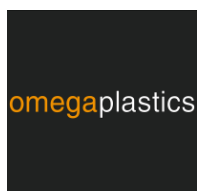
You will be:

- a confident and highly skilled individual
- proactive and organised
- Ability to work under pressure, prioritise, direct others and work well in a team function.
- commercially focused, with a positive attitude

You will have:

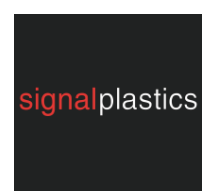
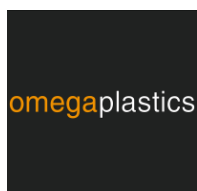
- At least 3-5 years' experience leading a team in a logistics or warehouse team leader role.
- Experience working in a fast-paced environment (preferably automotive)
- Experience working with an MRP system (Sage 200) and Microsoft (Word, Excel)
- Good communication skills and be comfortable being the first point of contact for customers
- An understanding of the injection moulding process (desirable)
- A willingness to work as part of a multi-disciplinary team to help achieve the company's goals and objectives.

To apply for this role, please send a cv and covering letter explaining your suitability for the role, together with an Equal Opportunities Monitoring [form](#) to careers@omega-plastics.co.uk by 5pm on 1 March 2021.



Job description

- Full time, permanent, Warehouse and Logistics Team Leader at Signal Plastics, salary between **£19,500 to £22,500**, (dependent on qualifications, skills, and experience)
- Based at Signal Plastics in Washington
- Reports to the Planning and Materials Controller
- Duties and responsibilities will include:
 - Manage the warehouse team, ensuring they are co-ordinated with clear communication on tasks and expectations
 - Ensure the safety needs of all warehouse and transport colleagues are prioritised and met by maintaining the highest standards of 5S housekeeping
 - Follow robust handover procedures and brief and debrief teams at start and end of shifts to ensure all tasks are complete and any issues are escalated
 - Provide efficient and cost-effective use of team members - controlling discretionary spend on resources including shift-work and overtime working by planning requirements in advance
 - Review customer schedules in order to understand and plan pick lists and dispatch schedules
 - Maintain accurate inventory and regular stock audit processes to ensure that stock is managed effectively including the control of internal and external packaging
 - Work with Logistics to help plan transport of product in a timely manner
 - Organise transport and call off packaging and consumable requirements
 - Where appropriate, challenge the latest prices for raw materials, packaging, and transport with a view to constantly achieving best value
 - Support the monthly stock check, produce stock check cycle count schedules and perform stock checks in line with plan
 - Support investigations into stock losses and transactional booking errors, engage in inquiries to supply corrective actions to management
 - Achieve monthly targets for supplier on-time delivery, customer on-time delivery and stock accuracy
 - Lead by example - walk the floor and clearly demonstrate the standards to be attained
 - Identify training and development needs



Person specification

Successful candidates are expected already to possess all the essential requirements, and be capable of, or have the potential to be trained to, an acceptable standard in the desirable ones.

Category	Essential	Desirable	Method of assessment
Qualifications	GCSE Grade C/Level 4 or equivalent in English and Maths Hold a valid Fork Lift Truck driver's licence		Application – evidence of qualifications may be required
Experience	3 – 5 years' experience in warehouse or logistics team leader role Experience using Sage (preferably 200) An understanding and experience of an MRP system	Previous work in an injection moulding manufacturing environment	Application and interview
Knowledge and skills	Meticulous approach to handling data and information Exceptional organising and planning skills Ability to analyse and interpret complex data, identify trends, and generate reports and action plans IT literacy		Application and interview
Personal qualities	Excellent communication skills, able to give clear instruction and guidance Self-motivated - able to work independently and as part of a team Balanced customer, supplier and process focus Good organisational skills – for own workload and that of team		Application and Interview

<i>Category</i>	<i>Essential</i>	<i>Desirable</i>	<i>Method of assessment</i>
Personal qualities	<p>Flexible approach and ability to handle tight deadlines in a busy environment</p> <p>Practical approach with strong problem-solving skills</p> <p>Ability accurately to read and interpret technical information</p> <p>Confidence</p> <p>Positivity</p> <p>Resourcefulness</p> <p>Resilience</p>		Application and Interview