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Shipping Facilitator

Department: Distribution

Hours per week: 37.5

Basis: Fixed Term Contract (5 months)

Job Purpose

To prepare goods for Germany and Austria for despatch

Key Responsibilities

- To manage receipt of goods into despatch for shipment
- Select and prepare goods for shipment with relevant paperwork
- Manage relevant Tropos transactions
- Undertake checks of lorries (to Germany) to ensure they meet shipping requirements before dispatch
- Complete all necessary documentation to GMP standards
- Ensure work and storage areas are kept clean and tidy at all times in line with GMP/GDP and visual management
- Report all GMP discrepancies to senior personnel
- To undertake stock control

Knowledge, Experience & Skills Required

- Experience in a similar role would be desirable
- Good written and oral standard of English and Maths
- Previous experience in a GDP environment would be preferable
- Flexible and proactive
- Able to work in a physically demanding role



If you are interested in this role, a job statement for this role is available on request.

Please send all applications to:
careers@allergytherapeutics.com

**Allergy
Therapeutics**