

Requisition Number:

Job Description.

MIRA is a world-class, independent engineering consultancy, operating in multiple locations around the world, to support vehicle manufacturers and their supply chain with cutting-edge engineering and testing expertise .

We offer full-system design, test and integration expertise to automotive, defence, rail and transport industries and also specialise in developing low carbon and autonomous and co-operative driving technologies.

At our headquarters in the Midlands, we have access to one of the most comprehensive vehicle proving grounds which boasts 93km of test tracks and over 35 world-class test facilities and laboratories. Our facilities, combined with the engineering expertise of our 600 strong team makes MIRA Technology Park Europe 's number one location for transport sector R&D.

Title of Job:	Logistics Operator/Driver		
Department:	Supply Chain 0532		
Grade:	1K		
Date Required:	ASAP		
Salary Range:	£20,000 - £21,000		
Number Required:	1		
Location:	MIRA Main Site		
Reason for Vacancy:	New Position		
Contract Type:	Permanent:	<input checked="" type="checkbox"/>	Contractor:
Responsible To:	Logistics and Warehouse Team Leader		
Subordinates:	NA		

Main Purpose of Job
<ul style="list-style-type: none"> Support in day-to-day operation of logistics operation. Supports in ensuring stores is working against targets of Stores KPIs

Key Functions
<ul style="list-style-type: none"> Support in ensuring the logistics function performs successfully against agreed KPIs. Provide material management support in line with the requirements for both internal and external customers. Fork lift driving within the Logistics area Delivery driving internally within MIRA. Offloading of vehicles, Goods Receipt, Put-Away, Picking and Packing. Providing a professional service which meets the requirements of both internal and external customers. Ensuring working in compliance with internal and external Quality and HSE standards Manual handling

Essential Qualifications	Preferred Qualifications
Computer Literate Clean and Full Driving Licence (B1)	<ul style="list-style-type: none"> • Fire Marshall Trained • Clean and Full Driving Licence (C1) • First Aid Trained • 5S • COSHH Awareness

Essential Experience	Preferred Experience
<ul style="list-style-type: none"> • Experience of working in a Logistics or supply chain function, especially within the automotive sector. • Experience of working with logistics providers internationally. • Experience of working in a customer facing role. 	<ul style="list-style-type: none"> • Experience of working in a technical / engineering / manufacturing environment. • Experience of working in a lean manufacturing environment. • Experience of using MRP system. •

What is the candidate likely to be doing now?
<ul style="list-style-type: none"> • Working in automotive warehouse or production environment.

Other information
<ul style="list-style-type: none"> • Current FLT License or able to gain FLT License in short-term. • Will be required to be flexible with working hours in line with business requirements