



O'Haras of Foxford



#JOB-2361274



O'HARA'S OF FOXFORD, Belass, Foxford,

Co. Mayo, F26 DN47



No of positions : 2



Paid Position



40 hours per week



To be Confirmed



17/10/2024



14/11/2024

How to apply

Application Method :

Not available



Open your camera app & point here to view this ad online



Despatch/Logistics Operator

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

O'Hara's of Foxford, a leading bakery and food production company, is seeking a detail-oriented and organized Despatch/Logistics Operator to support the daily operations of our despatch department. This role is vital in ensuring the timely and accurate packing, loading, and dispatching of our products. The ideal candidate will have hands-on experience in logistics or despatch, with a focus on maintaining efficiency, safety, and quality standards in a fast-paced environment.

Key Responsibilities:

Order Fulfillment & Despatch:

Accurately pick, pack, and load orders for delivery, ensuring products are prepared on time and meet company quality standards.

Assist in coordinating daily deliveries, working closely with the logistics team to ensure all outgoing orders are dispatched on schedule.

Operate equipment such as forklifts and pallet jacks safely and efficiently.

Inventory & Stock Control:

Assist with stock management, including maintaining accurate records of product movements and monitoring stock levels.

Ensure proper stock rotation (FIFO) and report any discrepancies or issues to management.

Quality Assurance & Compliance:

Ensure that all outgoing products meet O'Hara's hygiene and quality standards.

Maintain cleanliness and organization in the despatch area, adhering to health and safety regulations.

Collaboration & Communication:

Work closely with the production, customer service, and vansales teams to ensure smooth coordination and delivery of orders.

Communicate any issues related to orders, stock, or deliveries to relevant departments in a timely manner.

General Logistics Support:

Assist in basic vehicle loading and unloading operations as required.

Monitor the condition of despatch equipment and report any maintenance needs.

Key Requirements:

Experience: Minimum of 1-2 years of experience in a logistics, despatch, or warehouse role, preferably within the food or FMCG industry.

Attention to Detail: Strong attention to detail and accuracy when picking and packing orders.

Organizational Skills: Good organizational skills with the ability to work efficiently in a busy environment.

Communication: Effective communication skills for working across different departments.

IT Skills: Basic proficiency in inventory management systems and MS Office (Excel, Word).

Full Driver's License required.

Desirable Skills:

Forklift certification or experience (preferred but not essential).

Knowledge of food safety, hygiene, and quality control procedures (HACCP certification is a plus).

Working Hours:

This is a full-time position with flexibility needed for early mornings or late evenings, depending on despatch schedules.

Benefits:

Competitive salary.

Opportunities for career growth and development.

A dynamic and supportive work environment within a well-established company.

Ongoing training and professional development opportunities.

- **Sector:** manufacturing

Career Level

- Not Required