

Deputy Warehouse Manager

Full-time, permanent

Bookspeed is an imaginative, energetic, and very customer-focused place to work. Everything we do is geared to our customers' success because we can only thrive if they do.

We are a book wholesaler and toy and gift distributor. Our customers come in all shapes and sizes, from big multiple retailers to small owner-run businesses, from quirky gift shops to grand castles and country houses. Our mission is to make it easy for each of them to buy a range of products that is appropriate to their offer and that really contributes to the colour, style, and themes of their store. But, most importantly, a range that sells!

We've been doing this for 30 years and we're good at it because we love doing it.

The Deputy Warehouse Manager role is integral in enhancing the operational efficiency and overall management of warehouse activities. In close collaboration with the Warehouse Manager, you will be tasked with the strategic planning and execution of daily operations and long-term projects, aiming to achieve excellence in productivity, safety, and customer satisfaction.

This role is instrumental in upholding the company's core values and fostering a positive, inclusive work environment. Our values are:

Challenge

- We won't settle for the status quo.
- We have the courage to stand up for our values.
- We are confident we can improve together.

Community

- We consider the needs of our colleagues and partners.
- We support each other to develop and grow.
- We include everybody, regardless.

Connecting

- Connecting people through reading, ideas and the giving of books.
- We reach the places where books don't usually go.
- We are the link which brings it all together.

What you'll do:

- Directly lead and manage a team within the warehouse operation, training and developing each team member to reach their full potential.
- Overseeing daily warehouse operations and projects with a focus on meeting customer expectations, controlling costs and promoting continuous improvement.

- Collaborating closely with various departments to innovate and enhance operational processes, maintaining professional relationships with customers, suppliers, carriers, and other stakeholders to ensure smooth execution of warehouse operations.
- Conducting regular stock audits and reconciling discrepancies, ensuring accuracy and reliability in stock management.
- Continuously assess and enhance workflow procedures.
- Addressing inquiries and resolving issues related to warehouse operations, communicating effectively with team members, other departments, and the management team.
- Responsible for ensuring compliance with relevant legislations and company H&S guidelines.

Who You Are:

- A natural leader with a knack for inspiring and motivating teams to achieve greatness.
- You thrive in a fast-paced environment and can keep calm under pressure.
- You have extensive experience within the warehouse environment with a keen eye for detail and a passion for continuous improvement.

Perks & Benefits:

- A supportive and inclusive work environment where your ideas are heard.
- Endless opportunities to learn, grow and develop your skills.
- Staff socials which include movie nights, pizza Fridays, book clubs and yoga!
- Heritage site passes, staff discount on all books, and much more.

Terms:

- Full time, comprising 40 hours per week on a permanent basis. The warehouse operates from 7:45am to 5:15pm, and your shift will fall within these hours.
- Located in Leith, full-time on-site.
- Your starting salary will be £31,563.80, with the opportunity to increase to £33,225.05 after successful onboarding period.
- 32 holidays per annum.
- Enhanced family leave.

A full job description is available on request. We look forward to receiving your application.

Bookspeed is an equal opportunity employer committed to diversity and inclusion in the workplace. We welcome applicants from all backgrounds and walks of life.