

Introduction

In this role you will be reporting directly to the Rental Manager and will form a key part of our project delivery team. You will work as part of an established team to ensure a professional, accurate and timely service to our clients and stakeholders. This role has primary responsibility for the service and preparation of Rental automation equipment, as well as maintaining automation control stock and service records.

Key responsibilities will be as follows;

- Service and maintain rental equipment.
- Pick prepare and test rental equipment for projects and assist with the repair of the company's rental stock.
- Prepare and configure elements of technical control systems prior to rental.
- Liaise with other departments to implement best practices and procedures.
- Track and record all asset inventory accurately and methodically using rental software and other office tools.
- Carry out LOLER inspections (Once deemed competent)
- Assist weight testing of equipment.
- Monitor and maintain stock levels of consumables, and order specialist parts as required.
- Use Forklift equipment (following training) and load and unload trucks and stock as required.
- Process Rental goods both in and out of the Warehouse and pack equipment prior to shipping.
- Receiving, logging, defaulting and storing rental equipment on return.
- Ensure records and systems are kept up to date.
- Maintain technical knowledge through training and mentorship.
- Contribute to team effort through effective communication.
- Attend Health and Safety meetings and provide updates to the Warehouse team as required.
- Maintain as safe, clean and tidy environment throughout all working areas of the Warehouse.

General Responsibilities:

- Actively follow all company employment, fire & health and safety policies
- Maintain sound housekeeping standards and always represent the company in a positive manner
- Any other ad-hoc duties as may be required

**** The role involves an element of manual handling of bulky and heavy technical and staging equipment****

Requirements	Essential	Desirable
Educational Attainment	<ul style="list-style-type: none"> Level 1/Level 2 Warehouse qualification or equivalent experience. 	<ul style="list-style-type: none"> At least 1 years' experience or working in a Warehouse environment. CSCS qualification
Knowledge Required	<ul style="list-style-type: none"> Knowledge of hand tools, workshop machinery, and the importance of accurate record keeping. 	<ul style="list-style-type: none"> Experience of "Rental Works" or similar rental software systems.
Experience Required	<ul style="list-style-type: none"> Experience in mechanical/machinery servicing and maintenance. 	<ul style="list-style-type: none"> Experience of working in technical entertainment supply or equipment rentals.
Skills and Aptitudes Required	<ul style="list-style-type: none"> Good problem-solving skills. Willingness to take on challenges Able to adapt to changing circumstances. Great attention to detail. 	<ul style="list-style-type: none"> Forklift and scissor lift licences. Experience of working at heights.
Personal Qualities Required	<ul style="list-style-type: none"> Reliability, flexibility, work well under pressure, good time keeping, good organisational skills, highly self-motivated, methodical. 	
Circumstances	<ul style="list-style-type: none"> Right to work in the UK. Able to travel in the UK or internationally if required. 	<ul style="list-style-type: none"> Able to work flexible hours on occasions.