1. **Job title**: Stores and Warehouse Support Operator.
2. **Location**: Chetwynd Barracks, Chilwell, Nottingham NG9 5HA.

3. **Grade:** SZ2

* 1. **Main Objectives**. – The Stores and Warehouse Support Operator will manage and account for a range of training equipment and deliver an efficient and effective logistic maintenance, accounting and supply function. You will deliver and collect stores and equipment to the Army Cadet Force and Combined Cadet Force across the East Midlands and assist with centralised cadet training activity held on MoD training areas and sites across the East of England.

4. **Detailed tasks**.

 You will have the ability to effectively and efficiently manage and control the daily receipt and issuing out of military stores and other training equipment. This will include manual handling within capabilities and training will be provided.

You will be confident in undertaking and managing stocktaking of all equipment and items held on account and you will understand the importance of maintaining accurate records of issues and servicing.

You will be comfortable with providing assistance with functional checks and testing of basic military equipment. Training will be provided.

You will be able to assist the Regimental Quarter Master Sergeant with his duties during centralised cadet training events and activities and be able to travel to different locations across the East of England.

You will be familiar with basic IT systems such as Microsoft word and excel and be able to manage and maintain basic databases for stores accounting.

5. **Essential skills**.

 Cat B Driving Licence.

 Ability to communicate both orally and in writing.

 Ability to undertake manual handling tasks.

 Basic IT Skills.

6. **Desirable skills**.

Forklift operator.

Ability to drive up to LGV up to 7.5 tonnes.

7. **Additional requirements.**

The incumbent will be required to undergo a Security Clearance and a Disclosure and Barring Service check as a condition of employment.