

Dispatch Picker - COLLATION



Why Riverford?

Each week, Riverford delivers outstanding organic food to around 70,000 homes across the UK. This takes loads of brilliant people, from veg growers and box packers to IT experts, and more besides.

We're a friendly, forward-thinking bunch, and our core values run through everything we do. Riverford is employee owned, so working here makes you a 'co-owner' – and it's not just a name! Everyone can play a part in shaping our business. Success means much more than just profits; we want this to be a place people enjoy coming to work, and a business our co-owners feel proud of.

In 2021, we were delighted to be awarded two-star Best Companies accreditation, recognising Riverford as an 'outstanding' place to work. We're also proud to be a B Corp; a certification for ethical businesses who work not just for profit, but to benefit people and the planet.



We're owned by our employees



Top 100 Best Companies to Work For

Certified



Corporation

Using business as a force for good



We're committed to paying the Real Living Wage

What you'll be doing

We sell a wide variety of outstanding organic food and drink through our website. When an order is placed, it goes to our Dispatch Team, who make sure that our customers receive everything they're expecting.

Every day we load up to ten full lorries, which are sent to a number of different hubs across the UK. As our warehouse/dispatch lorry loader, you'll make sure that the correct pallets are loaded, safely and sensibly, onto the correct lorries, and that all the contents are present and correct.

Dispatch is a challenging, fast-paced department. You'll need to be a dynamic, assertive person who can adapt easily and thrive under pressure. Excellent communication skills are a must, too – you'll be collaborating with other departments across the business.

This is a permanent contract, 39 hours a week; Sunday 2 pm to 9pm and Monday – Thursday 1pm – 9:30pm. Based at Wash Barn, Buckfastleigh, Devon, TQ11 0JU.

Responsibilities

- Complete pick lists, ensuring that quality and accuracy are maintained.
- Show an understanding of who Riverford customers are and their expectations.
- Understand the links between the Dispatch and Transport departments and make sure any logistical issues that arise are communicated to team leaders and managers.
- Attend any workshops and training as requested to aid your role, within the Dispatch department and in Riverford as a whole.
- Pick items using the pick sheets for all the products in your sections, making sure the veg is carefully packed and placed on the pallet, keeping within height limits.
- Communicate with the lorry loaders on the status of each round.
- Work with the team to reduce the number of picking errors.
- Assist in other areas of the business as required.

Skills & experience

- Proven experience of working within a production/manufacturing or warehouse environment
- A good standard of English literacy; written, verbal and numeracy skills
- Good time management and organisation skills
- Experience of manual handling preferred
- Comfortable working in a refrigerated environment

Personal qualities

- Team player; enthusiastic, reliable, flexible and adaptable demonstrating a 'can-do' attitude
- Excellent organisational skills and attention to detail
- Be passionate about what we do at Riverford

Salary £12.55 per hour + 58p per hour depending on specific role within the department.

WHAT'S IN IT FOR YOU?

33 days holiday pro rata (including bank holidays)

Generous company pension scheme

Annual profit share; at least 10% of all our profits are split equally between all co-owners.

Training and progression opportunities open to all, including fully funded apprenticeships.

30% off everything we sell

Organic breakfasts and lunches, home-cooked by our canteen chefs, at our two biggest sites

Enhanced maternity/paternity pay (plus six months of free organic veg boxes for you and your new arrival)

An annual allowance to spend on Riverford branded clothing

Cycle to work scheme (we'll cover the cost initially so you can get your bike tax-free)

Life assurance cover

A generous thank-you gift if you 'recommend a friend' to work with us too. Lots of people work alongside their loved ones at Riverford.

Wellbeing resources, including Mental Health First Aiders and access to free counselling. Your wellbeing is a top priority, and there's lots of support at Riverford and beyond.



Riverford's values

