



# Job Vacancy

## Workshop Support Operator

### The Role

The Workshop Support Operator / FLT Driver is responsible for performing a combination of manual labour and forklift operation to support the efficient movement, storage, and handling of materials. This role ensures compliance with safety standards while maintaining high levels of productivity on the shopfloor.

### Key Responsibilities

- Load, unload, and transport materials using a forklift or other equipment
- Perform manual labour tasks, such as lifting, stacking, and organising materials
- Safely operate forklifts to move, stack, and retrieve materials within the yard, warehouse or shopfloor
- Conduct pre-use inspections to ensure forklifts are in good working condition
- Assist in maintaining accurate inventory records by properly labelling and storing materials
- Report material shortages or damages to the supervisor
- Keep work areas clean, organised, and free of hazards
- Perform basic maintenance and cleaning of equipment as required
- Follow safety protocols and ensure proper use of personal protective equipment (PPE)
- Identify and report potential safety hazards or incidents to the supervisor
- Work as part of a team to achieve daily operational goals
- Support colleagues with additional tasks when required

### Skills & Qualifications

- Forklift Truck license - ideally including 12 Tonne
- Combi-lift experience, ideally certificated
- Warehouse / Stores experience
- Machine Shop experience
- Experience in working with multiple sized raw material

#### How to Apply:

This vacancy is being advertised externally

To apply please contact

- Ronnie Donegan, HR Manager by email – [rdonegan@ritchie-uk.com](mailto:rdonegan@ritchie-uk.com)

Closing Date: 12 noon on Monday 11<sup>th</sup> May 2026