**Storeperson, Central Stores, Santry, Dublin 9**

* Job category: **Storekeeper**
* Company: [An Garda Siochána](https://employer.jobsireland.ie/Users/ViewHiringOrg?name=An+Garda+Sioch%c3%a1na)
* Job Location: **Santry, Dublin 9, Ireland**
* Positions: **3**
* Working Hours: **Full-Time**
* Contract type: **Permanent**
* Positions: **3**
* Career level: **Experienced**
* Salary: €**444.69 - €624.02 weekly**
* Hours per week: **43.25**

### Candidate Requirements

##### ****Essential:****

* Driving Licence: Full: B
* Minimum Experience Required (Years): **2 Years of Storekeeper Experience**
* Minimum Qualification: **No Qualification**

##### ****Desirable:****

* Ability Skills: **Communications, Manual**
* Competency Skills: **Teamwork, Time Management, Working on own Initiative**

### Job Description & Skills Required

Essential Skills Requirements:

* Full clean driving licence
* Fork lift operator's licence
* Able to lift heavy weights including in excess of 16 kilograms.
* Good communication skills, including fluent written and spoken English
* Able to work on own initiative without supervision
* Previous experience in a warehouse environment is essential
* Good IT Skills would be an advantage
* Completed Manual Handling course would be an advantage

Duties of the Storeman will include:

* Checking and certifying receipts of stock from suppliers.
* Ensuring that stock is carefully housed and maintained.
* Packing, preparing and issuing of stock. Accurately recording stock issued.
* Loading and unloading deliveries from trucks/vans. Moving stock throughout stores as necessary.
* Routine stocktaking, including replying to queries raised and reporting on discrepancies found.
* Fitting and issuing of uniform to Garda members.
* Delivery of stock to locations nationwide.
* Ensuring all relevant Health and Safety requirements are met at all times.
* Other normal storekeeping duties, including maintaining a clear and tidy environment and taking necessary precautions against fire and theft.
* Other such duties as appropriate to the post as may be assigned from time to time.

**Please note:**

Candidates should note that a shortlisting process may take place. Selected candidates will be invited for interview and will undergo Garda Vetting.

To apply CV's should be submitted to: hrpd.civiliancompetitions@garda.ie or posted to Civilian Competitions Support Unit, HR Directorate, An Garda Síochána, Athlumney House, Johnstown, Navan, Co Meath, C15 DR90.

The closing date for receipt of applications in this competition is 5pm on Friday **13th July 2018**. Late applications will not be accepted.