

Head Office
Recruitment Experts

Rafferty
RECRUITMENT REBELS

Logistics Administrator – Irlam

Our client based in Irlam is looking to recruit a temporary Logistics Administrator.

Hours: Monday to Friday 8.30 am to 5.00 pm

Duties:

- Dealing with various courier companies
- Checking shipment details
- Inputting data
- Checking customer orders
- Updating internal databases

Required Skills:

- Previous Admin experience
- Professional telephone manner
- Ability to work in a fast-paced environment
- High attention to detail

Contract length:

5 months

**If you feel you have the relevant skills and experience and would like to apply,
please email a copy of your CV to amelia@raffertyresourcing.com**