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GEORGE YAMMER LTD.

**HEXTOL
PROPERTYWORKS**
FOR WORKING OPPORTUNITIES

**A guide to working
in the Warehouse with
Hextol Foundation.**

What do we do when we work in the Warehouse?

We work in the Warehouse with other trainees and a supervisor. We work for several different customers looking after their stock.

Our Warehouse trainees are supported by a supervisor to:

- Do quality control and check stock is not damaged

- Do product testing

- Pack and build pallets for the products to be transported in

- Use the pallet truck to move stock around the warehouse

- General upkeep of the warehouse including stock check and cleaning

- Help move customers property between different places

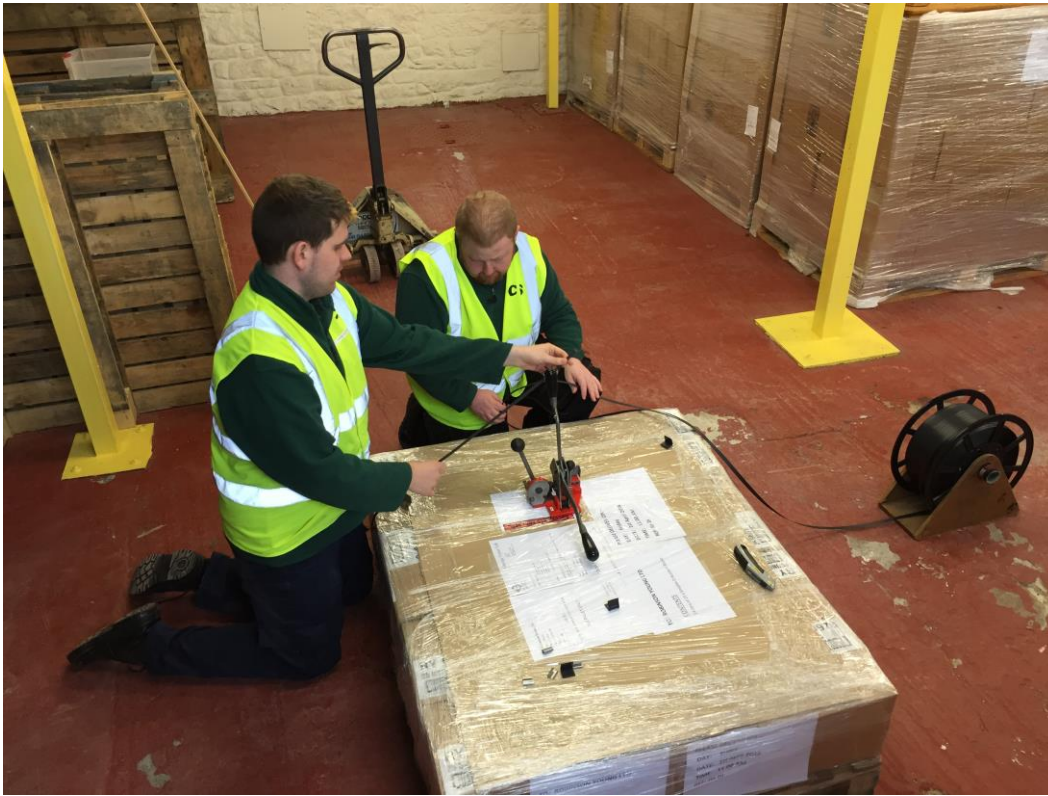
- Stock delivery and collection

- Process orders

Where do we work?

The Hextol Foundation Warehouse is next door to The Hextol Foundation offices in Gilesgate in Hexham.





What skills do I need to work in the Warehouse?

To work in the Warehouse, you need to:

Be able to listen and follow instructions

Enjoy working in a busy setting with other people

Be friendly and polite to people you work with and to be able to have appropriate conversations with customers

Enjoy physical work

Be organised

Be keen to learn new skills

It will help, but isn't vital, if you:

Have done manual work in the past

How will the job help me?

These positions as Warehouse workers are not paid jobs – all our Trainees work as volunteers.

But working in the Warehouse helps to build your work experience and your self-confidence by being part of a team, working to help customers, meet deadlines and achieve work and personal goals.

We will give you employability training as you work, by coaching you on our core skills scheme. This may help you find employment by developing your skills for work.



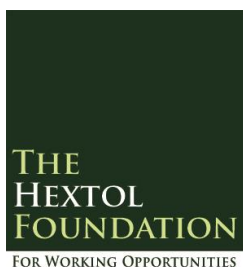
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