



Our Values: Caring, Safe, Professional



Logistics Assistant – £24K pa

CSP requires a Logistics Assistant to be responsible for the upkeep and maintenance of stock and equipment within the CSP warehouse, along with some administrative support to the Logistics operation. The warehouse contains stock of uniform and equipment, and the role will also be involved in assisting with management of the CSP vehicle fleet.

The ideal candidate will take pride in delivering excellent support to internal customers and ensuring stock levels are maintained at an appropriate level, and must be open to variety and change.

A full job description is available [here](#).

About CSP

The Combined Services Provider (CSP) – We specialise in providing services to both venues and static sites including Car Parking, Internal and External Traffic Management, HVM (Hostile Vehicle Mitigation) Solutions, Security, Stewarding, Cash & Audit and Consultancy Services. We set out on our first event contract in 1994 and since those early days, we've added numerous prestigious clients to our portfolio and now provide a range of services to some of the UK's most memorable sporting and entertainment events and venues. You can find out more about CSP [here](#).

What you will be doing

- Management of stock and equipment within the CSP stores
- Maintaining adequate operational levels of uniform and equipment stocks
- Creating relevant signage compliant to the operational request
- Maintaining an asset register of stock in CSP stores
- Ensuring the store area is clean and safe at all times
- Providing assistance and support with administration on vehicle compliance, vehicle scheduling and reporting

What CSP can offer you

- A salary of £24,000 per annum
- A 35 hour working week (working 5 days out of 7)
- Up to 25 days' holiday (after qualifying service) plus Bank/Public Holidays
- Pension scheme with excellent employer contribution
- Private Medical Insurance (after a qualifying period)
- Life insurance at 4x salary
- Access to salary sacrifice schemes
- A range of valuable medical and practical support services through an external Employee Assistance provider
- The opportunity to work towards a recognized vocational qualification

What we need from you

- Ability to prioritise workload, be proactive, take the initiative and work to deadlines
- A basic knowledge of Microsoft IT packages including Word, Outlook and Excel
- Strong time management and impeccable organisation skills
- A proactive approach to work and a “can do” attitude
- Ability to communicate effectively
- Flexible approach to working hours
- Ideally, a full UK driving licence

Vacancy details

Salary: £24,000 per annum

Location: Watford

Closing date: 19 March 2023

To apply, send over a copy of your CV to HR@gotocsp.com

