

## Job Description

Job Title:	<b>Depot Assistant</b>
Reporting To:	<b>Depot Manager</b>
Contract type:	Casual
Salary:	£10.85 p/h
Start date:	As soon as possible
Location:	Park Royal (W3 0RU)

### About The Felix Project

The Felix Project is London's biggest food redistribution charity and the largest end-to-end food redistribution charity in Europe.

Our vision is a London where no one goes hungry and good food is never wasted.

We rescue surplus food from businesses, supermarkets, restaurants and farms. This food is nutritious, in-date, and safe and includes a high proportion of fresh vegetables, fruit, meat and fish. If we did not rescue this food, it would be at risk of going to waste. Instead, we deliver it free of charge to London charities, schools, food banks, COVID food hubs and other organisations serving people in need. Our food is a vital lifeline for children and families, people on low incomes, people who have lost their jobs, the homeless, refugees, domestic abuse survivors, the elderly and keyworkers.

We are a very ambitious and dynamic young charity and we haven't stopped growing since we were founded in 2016 in memory of Felix Byam Shaw, by his father, entrepreneur Justin Byam Shaw. We recently ran a very high-profile media campaign with the Evening Standard and Independent, raising £10million to feed London. We have celebrity endorsement from Reece James, Phoebe Waller-Bridge and Jack Whitehall, Steven Fry, James May and many others.

Last year we delivered enough food for 21.1 million meals to help people in need. We have continuing major growth plans for the next 4 years, with a target of delivering enough food for 100 million meals by 2024. Because nearly all the food we receive is donated by the food industry and volunteers, every £1 of expenditure redistributes £10 worth of food.

## Purpose of the Role

To help us with our operations in our depots we are seeking Depot Assistants with exceptional organisation skills, attention to detail and a positive 'can do' attitude! The role is subject to a degree of flexibility, but initially the Depot Assistant will be involved with the following activities:

- Organising and sorting food deliveries in the depot
- Going out on the food delivery/collection routes, driving or co-driving

## Essential Skills/Knowledge

- Previous warehouse experience and use of a pump truck
- Ability and willingness to work in a busy environment
- Ability to work within a team of varied individuals
- Meticulous organisation skills and attention to detail
- Excellent communication skills
- Willingness to engage in light to medium physical work as part of your daily job

## Desirable Skills/Knowledge

- Full UK Driving Licence (with no more than 6 points) held for at least 1 year – over 21 for insurance purposes
- Flexibility in terms of working hours
- Confident to drive one of our vans
- Database experience
- Committed to reducing food waste, food poverty
- Fork lift license

## Application procedure & timeline

Please send your CV with a covering letter demonstrating your suitability for the role to [recruitment@thefelixproject.org](mailto:recruitment@thefelixproject.org) with 'Depot Assistant' in the subject. We are looking for an immediate start.