



Discover
something *new!*

Job Description

Title:	Dispatch Assistant
Type:	Christmas Temp; Fixed-term Contract
Hours:	42.5 hours per week 7:00am – 4:00pm with 30 minutes lunch break, including Bank Holidays (Flexible days)
Salary:	£12.00/hour
Location:	This role is 100% based at our new HQ in Snodland, Kent (not remote working)

Who is Must Have Ideas?

Whilst still only 6 years old, we're one of the UK's fastest growing ecommerce brands, helping over 1 million customers 'discover something new' every year. One in twenty homes in the UK now have one of our problem-solving products and we're widely recognised as one of the leading ecommerce innovators of the past few years. We're a British success story and our incredible growth isn't stopping any time soon – we'd love you to join us on this exciting journey!

The Team

Based in our swanky brand new offices, you'll be working with a group of great people who think independently but collaborate as a strong team to deliver exceptional results. Career progression? Absolutely - there are plenty of opportunities to grow and develop, as our rapid growth continues.

This Role

This is an excellent opportunity to join us on our fast-growth journey!

We're looking for an energetic, motivated person to join our order picking & packing team.

Your responsibilities will include:

- Picking and Packing customers online orders to be dispatched, using company processes and software
- Pre-pack stock
- Ensure all orders are packed efficiently and accurately
- Replenish stock
- Sorting stock on pallets
- Keep your workplace tidy & restocked
- Involve in monthly stock takes

You'll excel in this role if you have the following skills & experience, but we will expect all staff to have experience in:

- You have warehouse and/or dispatch experience 1 year
- Good IT skills
- Able to work well independently and as part of a team
- Experience in a fast-paced environment
- Organised and logical person with good time-management
- You will need to be fit and healthy for this role
- Numerate and accurate
- Able to take directions of Dispatch Team Leaders and Senior staff.
- Follow Health & Safety policies and company procedures

What's it like to work here?

We know that our people are key to our success. That's why we strive to make MHI a great place to work – just ask our team. It's a friendly, welcoming and fun environment here. We've worked hard to create an amazing experience for our people because we know that workplace happiness goes way beyond just your salary. We're proud to offer one of the best packages of team perks in the area, including:

- Free breakfast every morning
- Minimum of 25 days holiday per year as standard (plus more the longer you stay)
- Flexible hours
- Your birthday off work
- Free EV charging
- Free car washing
- Regular team and charity fundraising events
- Free products from our range
- Generous staff discount
- Company pension
- Casual dress code
- Free and unlimited sweets, cold & hot drinks

What happens next?

If we think you could be a good fit, we may ask you to complete a small task to show us your skills. If all goes well, you'll be invited to come and see our new state-of-the-art facilities and for a more in-depth conversation.

This is an excellent opportunity to join us while the company is still young and to be part of our high-growth journey, with all of the opportunities that brings.

Must Have Ideas Ltd is an equal opportunities employer and we're working hard to build a diverse and inclusive workforce.