

futureshirts

E-COMMERCE – **Fulfillment Associate** SEASONAL LABOR (NOVEMBER 15 2019 – DECEMBER 31, 2019)

Futureshirts E-Commerce

Futureshirts E-Commerce offers artists, brands, labels, and events a personalized & innovative approach to **e-commerce**. With service & technology at our center, our goal is to help our clients connect with, grow & monetize their audiences through compelling product offerings.

Futureshirts creates exceptional service and products because its employees listen to exceptional ideas from all parties involved in the creative process.

Position Overview

Futureshirts provides pick-pack fulfillment for entertainment and music webstores. We are seeking well qualified individuals for our Nashville, TN warehouse for seasonal work, November 15 thru December 31, 2019 on an hourly basis, 8:30a-5:30p (with a one-hour unpaid lunch). The Fulfillment Associate is proactive and works to maintain pick/pack/shipment of orders on or before applicable deadlines and find new solutions for efficiency and organization within the warehouse. This position truly **exists to serve the clients, and the FS Team**, making all parties believers!

Job Duties

- Perform daily product pull, packing, and shipping for webstore orders and fulfillment clients
- Communicate daily with other Warehouse / Fulfillment team members and E-Commerce Account Managers for priority projects, incoming shipments, inventory audits and more
- Project manage the completion of assigned tasks
- Request feedback and monitor the quality of services provided
- Relay needs to Futureshirts staff via clear, established modes of communication
- Communicate project updates and requests to clients for feedback and approval.
- Provide inventory updates for E-Commerce Account Managers ahead of webstore promotions
- Perform inventory restocks as necessary from account managers.
- Other duties as assigned

Requirements/ Qualifiers

- Professional
- On time
- **Kind, Helpful, Servant hearted**
- Excellent communication AND service
- Positive and productive
- Must be able to lift up to 50lbs
- Able to operate efficiently in a fast-paced environment.
- Excellent attention to detail.
- Courteous and professional demeanor.
- Strong time management / organizational skills
- Previous warehouse experience, a plus
- Experience with product pulling/tracking computer programs is desirable.

- Fun to be around and enjoyable to work with...
- A desire to Win!