



## Warehouse Associate

### Job Description:

We are seeking a hard-working and reliable **Warehouse Associate** to join our team. In this role, you will receive, input, sort, load, and unload products and will perform various warehouse activities. Preference given to candidates who have warehouse experience.

### Responsibilities:

- Organize stocks and maintain inventory
- Inspect products for defects or damages
- Organize warehouse space
- Assist in receiving, unloading, and placing incoming inventory items in accordance with shipping coordinator
- Check, verify, and fill customer invoices
- Load trucks efficiently and safely
- Receive, move and issue all products, selecting proper tools as necessary
- Abide by all company safety and hygiene regulations
- Contribute ideas on ways to improve or optimize warehouse procedures
- Keep warehouse clean and organized daily

### Requirements and Qualifications:

- High school diploma or equivalent
- Valid driver's license
- Ability to operate forklift, hand truck, pallet jack and other warehouse equipment
- Solid work history that demonstrates reliability; warehouse work experience is a plus
- Able to work on your feet for 8-hour shifts and lift 75+ lbs. regularly.
- Basic computer skills for maintaining inventory logs and databases
- Attention to detail
- Problem-solving abilities
- Good communication skills
- Team player

A pre-employment test will be given to potential job candidates prior to hiring.