



## Responsibilities and Qualifications

**Job Title:** Warehouse Worker

**Status:** Non-Exempt

**Department:** Warehouse

**Reports to:** Warehouse Supervisor

**Location:** Petaluma, CA

## Position Summary:

Kala Brand Music Co. is looking for a warehouse associate with at least 6 months experience and a positive attitude to become part of an excellent team.

## Primary Responsibilities:

The Warehouse Worker is responsible for pulling orders, packing orders, unloading containers, and general maintenance (cleaning, cutting down cardboard etc.).

## Required Qualifications:

- Attention to detail (example: read order tickets accurately and discern if there is an issue/problem)
- Able to lift up to 60 pounds, if needed
- Able to understand sales orders and take verbal instruction
- Has at least 6 months experience working in a warehouse environment
- Has basic computer skills and understands PC-based programs (Microsoft Word, Excel, Outlook, etc)
- Works well in a team environment, and the ability to work independently on small projects
- Ability to perform simple mathematical equations ( i.e. fractions, multiplication, use of calculator)
- Has good communication skills, both written and oral

## Preferred Qualifications:

- Knowledge of shipping programs
- Forklift experience (sit down and/or stand-up)
- Knowledge of receiving purchase orders
- Knowledge of return authorization protocols
- Knowledge of stringed instruments
- Knowledge of Netsuite is a plus

TO APPLY

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please send your resume and cover letter to:

**careers@kalabrand.com**

(Include Job Title in email subject line)