

Position Posting

Position: Warehouseperson, Swing Shift
Reports to: Night Supervisor

Location: Kent
FLSA: Non-Exempt

Summary:

Contribute to the operational effectiveness of the Kent Division by providing excellent customer service in the areas of product receiving and fulfillment of customer orders.

Essential Functions:

- Fill customer orders: count out sheets, pull industrial items, prepare orders for shipment or count sheets to be cut to customer's specifications.
- Unload trucks.
- Assist in putting away and relocating stock.
- Keep the floor neat and clean and the stock orderly.
- Follow proper safety procedures and perform all job duties in a safe manner.

Other Functions:

- Break down empty cartons for recycling.
- Identify stock that is not moving to management.
- Assist warehouse staff from other areas when possible.
- Perform other duties as requested.

Qualifications:

- One year of experience working in a warehouse preferred.

Knowledge, skills and abilities:

- Basic math, reading and writing skills.
- Strong organizational skills; ability to communicate at all levels of organization and with employees of other companies and work well within a team environment in support of company objectives.
- Customer service oriented, with the ability to work well under pressure.
- Ability to work without direct supervision.
- Ability to operate lift equipment, reach trucks, etc.

Working Conditions:

- Ability to lift up to 75 pounds or more waist high on a frequent basis and up to 100 pounds on an occasional basis.
- Warehouse and shipping dock environment, working in all weather conditions.
- Overtime, weekends, and participation in annual physical inventory required.
- Shift is Monday-Friday, 3 p.m. – 11:30 p.m.

To Apply:

WCP Solutions
23200 64th Ave South
Kent, WA 98032
Attn: Operations Manager

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