

Warehouse and Delivery Position

Company seeking highly motivated, energetic, reliable warehouse personnel for immediate openings.

Responsibilities

- Prepare and complete orders for delivery or pickup according to schedule (load, pack, wrap, label, ship)
- Receive and process warehouse stock products (pick, unload, label, store)
- Perform inventory controls and keep quality standards high
- Keep a clean and safe working environment and optimize space utilization
- Communicate and cooperate with supervisors and coworkers
- Maintain warehouse vehicles and equipment
- Follow quality service standards and comply with procedures, rules and regulations
- Load window and door orders onto trailers and deliver per instructions from supervisor

Requirements

- Proven working experience as a warehouse worker and delivery tech
- Good organizational and time management skills
- Ability to lift heavy objects
- Current driver license, forklift license a plus
- High school degree or equivalent & Clean driving record
- Reliable mode of transportation