



Warehouse Worker

Job Scope

As a Warehouse Worker, you will maintain the warehouse and branch facilities, coordinate material receiving, stocking, and delivery as directed by the Purchasing Manager and Operations Manager. The ideal candidate will be able to maintain the cleanliness and order of the warehouse facility on a daily basis, as well as keep accurate reports of available stock

Responsibilities

- Receive and stock all deliveries.
Assist with monitoring inventory
Track all stock transfer requests using the tracking system.
Check tools and equipment in and out for field technicians
Stage all daily material for construction and service projects
Operate a forklift
Make deliveries as needed
Maintain safety and cleanliness of the work area.
Ability to bend, reach, lift, and climb
Must be able to lift 50 lbs of material over the course of a work day.
Will be comfortable working in a warehouse environment

Requirements

- High School Diploma or General Education Degree
Must be able to pass a drug and background screen
Must have a valid driver's license with a clean driving record
Forklift operator
Must be able to withstand the physical needs of the job including heavy lifting, bending, and repetitive motions.
Ability to multitask while staying organized
Positive customer service skills
Experience in lighting and electrical is a plus!