

Job Title: Warehouse Tech (Inventory and packaging)
Status: Full Time
Hours Per Day: Approx. 8-10 (40 hours per week)
Overtime = time and 1/2

Working Days: M T W Th F
Travel Required: No

Mission: To be a successful innovative pre-workout and post-workout supplements organization that enriches all aspects of life for our team, our partners and our community.

Job Purpose: Help assist in the smooth flow of production and inventory to create great finished products.

Top Three roles:

1. Learn and stage various raw ingredients and hard goods
2. Load and unload inventory
3. Help with the production of powders and finished goods

Compensation: \$15/hr, Benefits with small co-insurance and most weekends are free

We are looking for an organized and motivated warehouse technician to join our team. The warehouse tech will be responsible for ensuring inventory is processed, organized, and stored. The warehouse tech will also package, scan, and prepare orders for delivery. The ideal candidate is comfortable working on their feet and experienced in inventory software and databases. The warehouse assistant may also operate a fork lift or drive equipment thus a candidate with previous experience and a valid driver's license is preferred.

Warehouse Technician Duties and Responsibilities

- Move inventory and materials across facilities
- Process inventory for delivery
- Sort, organize and store inventory in the proper location
- Pack items and label correctly
- Scan delivered items and ensure quality
- Report damaged or missing inventory to supervisors
- Stack and organize large bulk items
- Help blend product or fill containers for production
- Remove inventory from trucks or shipping and delivery to proper location
- Update logs and documentation for inventory processing
- Move materials from facilities to workstations, pick-up locations, or other locations
- Wear safety gear at all times
- Operate heavy machinery like forklifts to move or store inventory
- Ensure workspace is free of debris and remove safety hazards from aisles
- Work as an active team member to complete team goals

Warehouse Technician Requirements and Qualifications

- High school degree or equivalent
- License or certification as dictated by the state to operate heavy machinery as needed
- Valid driver's license
- Able to pass drug test/background check
- Excellent verbal and written communication skills
- Working nights, weekends and holidays is a bonus
- Able to work in a fast-paced environment
- Familiarity with inventory software, and able to upload data into the company system
- Able to work independently

- Pays attention to details and monitors the quality of inventory
- Highly organized and able to store items efficiently
- Must follow all health and safety procedures and regulations as dictated by the organization and the state

Compensation: \$15/hr, Health Insurance, 401k matching, vacation and PTO and few weekends

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; occasionally lifting and/or moving up to 50-60 pounds.

References: Must be able to provide references upon request.

Compensation

See HR Manager

Item

Health benefits

401k matching

PTO, vacation and sick leave accrued monthly

Additional Information:

90-DAY TRIAL PERIOD: A 90-day evaluation period will be in effect from the date of hire for both company and employee evaluation. During this time, the company will provide all necessary support and training to help the employee reach mutually agreed upon performance metrics. Continuation of employment may or may not be determined based on achieved metrics.

PERFORMANCE METRICS: Monthly, quarterly, and annual reporting.