

Warehouse Associate

Muskegon

Primary Function:

Fulfilling stores orders using pick slips

Functions:

- Selecting orders
- Responsible for the accurate selection of orders and maintain minimal mispicks
- Operating the Cigarette stamping machine
- Communicating close dated products to Distribution Team Lead
- Communicating low inventory levels to Distribution Team Lead
- Wrapping orders once all product selection has been completed
- Opening of boxes and back stocking products received
- Cleaning Maintains a clean and orderly warehouse facility to assure quality.
- Following established cleaning guidelines
- Responsible for the accurate receipt of goods
- Auditing warehouse departments weekly and monthly
- Knowledge to support a coworker taking time off. To be able to complete their tasks.
- Promotes a passion for service and hospitality throughout the organization.
- Operating a forklift and Hi-Lo in the facility
- Working in both a Cooler and Freezer
- Work with safety mindset

Qualifications:

- Hi-lo and forklift training and certification
- The ability to lift 50 lbs. or more
- Work in both Cooler and Freezer
- Able to be on feet for complete shift
- Ability to constructively communicate
- Possess a friendly, positive, and helpful attitude
 - ^a Understands Wesco's commitment to its Mission Statement, Unifying Principles and Company Guidelines
 - Possess strong organizational and time management skills
 - The ability to adapt to change and executing various tasks
 - To be motivated and have a strong work ethic