

Production Team

Job Description-

We are seeking a warehouse worker who will be responsible for production, picking, and preparation of goods to ship. The primary duty is to assist with processing all fulfillment transactions, including all related activities. Assist with duties related to production of goods, picking of orders, and the hands on shipping of goods world wide. Perform all duties correctly, cost-efficiently, within Company standards.

You will own the consignment from start to finish. Clear communication and passion for the industry is essential for this key, relationship-building position. We encourage our team to develop their industry expertise to embrace change and growth.

Responsibilities-

- Production of goods
- Picking of or
- Shipping Daily Orders
- Determine the fastest, most economic way to ship packages
- Constant Communication with "Pickers"
- Constant communication with warehouse team
- Organization of shipping batches
- Product Knowledge for order verification

Requirements-

- Warehouse experience preferred
- High energy and the ability to effectively manage time to complete all assigned tasks.
- Must be proficient using Microsoft Office products with a focus on proficiency in Excel at an intermediate level. ERP experience will be a plus.

- Flexibility to work a split shift through the holiday season (morning or afternoon shift with some Saturday's required)
- Must be highly organized with exceptional attention to detail and data accuracy
- Excellent verbal and written communication skills
- Organizational and leadership skills
- Good analytical/critical thinking
- Reliable and trustworthy
- Must be safety conscious
- Must be able to stand for 8-10 hours
- Must be able to lift a minimum of 50lbs

This job is a trial period of 40 hours a week for 90 days. Upon completion of the trial period position will be reviewed for permanent status.

Compensation: Starting Salary - \$15 - \$18 / hour

Job Type: Full-time

Benefits

- Health Benefits
- 401k
- Growth and advancement opportunities
- Holiday pay
- Paid time off upon start date

Core Values / Company Culture

We do E-commerce. We love people. We're blending these two ideas to grow a business that blesses our people and our community. Our core values are to...

Be **humble**, **tinker**, take **ownership**, and to be extra **thoughtful**.

It is our mission to fulfill our core values every single day with every teammate and every guest.

Company website

<https://www.webguidz.com>