



Now hiring Part-time Warehouse Team Members!

Join our team at Frytown Warehouse & Distribution, a member of the Open Gates Group family of companies! Our **Warehouse Team Member** is responsible for performing physical tasks in the materials management function including picking orders, shipping and receiving, inventory control, and delivery of materials. This position will load, unload, and/or convey materials throughout the site; verify quantity, weight, and conformance of materials (including code date) utilizing matching protocol; and prepare records of materials shipped. This is a part-time position. Typical shift hours are 1pm-7pm Tuesday, Wednesday, and Thursday. Must have flexibility to work some weekend hours on occasion.

Duties & Responsibilities

- Accurately pick orders for external and internal customers.
- Update inventory control system.
- Participate in physical inventory.
- Maintain accurate records of work procedures as directed.
- Load and unload trucks as directed.
- Receive incoming shipments in timely manner.
- Communicate information to other team members in timely and accurate manner.
- Maintain a safe warehouse environment.
- Perform routine cleaning duties.
- Perform other duties as assigned.

Requirements

- Must have clean driving record and ability to obtain a Class A CDL license. Forklift experience is strongly desired.
- High School diploma or GED equivalent.
- 2 years of warehouse experience desired.
- Strong verbal and written communication skills, specifically legible handwriting.
- Strong attention to detail with the ability to identify product by size, type, color or product code.
- Ability to accurately prepare orders/match orders on shipping tickets to items picked.
- Good basic math and reasoning skills
- Willingness and ability to lift up to 50lbs repetitively and stand for 8 hours per day.
- Ability to perform work in cold temperatures (ie: a cooler) for several hours per day.
- Ability to use a computer & Smartphone to share information on a regular basis.
- Good attitude with the ability to work independently and as part of a team.
- Ability and willingness to learn and grow in role.

Our Benefits:

- Flexible schedule!
- Opportunity for advancement and discounted employee purchases!
- Unique, entrepreneurial, and fun culture!

Our Mission & Guiding Principles:

We successfully create value and enhance lives by attending to how we do business!

We Treat People Right

We Think Like Entrepreneurs

We Offer a Great Place to Work

We Build Strong Relationships

We Create a Place to Learn & Improve Life in Our Community

Interested in learning more? Check out our Facebook page #OpenGatesCulture and send your resume to tara.benson@opengatesgroup.com.



FRYTOWN
Warehouse & Distribution

EOE