

JOB DESCRIPTION

Position Title: Distribution Center Worker

Reports to: Operations Manager

Compensation Range: \$11.00/hour with the potential for bonuses and performance incentives

Benefits: Available upon eligibility

Position Summary:

This position performs a variety of routine and complex tasks associated with receiving, packaging, shipping and crate building for veterinary equipment.

Essential Job Functions:

- Receiving and checking in-bound equipment
- Ensuring accuracy of outbound shipments
- Packaging equipment
- Assist in building custom made crates
- Prepare and guarantee accuracy of shipping labels
- Projects as required
- Position description will get more detailed as employee gains knowledge

Qualifications and Skills:

Education: High School Diploma

Experience: Some shipping, receiving and packaging experience

Preferred Skills: Meticulous attention to detail

Requirements:

- Monday – Friday 8am – 5pm with some overtime and weekends to be expected
- **Must** have reliable transportation and valid driver's license
- Drug Free

Physical Requirements: Loading and unloading freight trucks, standing, stooping, and potential lifting up to, but not limited to, 50 lbs