
Job description

Edge Construction Supply is looking for a Warehouse Associate who wants to grow with our company because we love to promote from within! ***We offer competitive wages, life insurance, medical, dental, vision, 401(k), bonuses, paid holidays, paid sick leave and personal time, use of company equipment, employee discounts, industry certification classes/training, and more!***

Position depends upon experience, so show us what you got!

Hours: The shift will be scheduled between 8AM - 5PM or 7AM - 4PM, Monday - Friday.

Job Description:

- Work in warehouse and take direction from manager or supervisor.
- Tasks include the following: shipping, receiving from LTL or small package carriers, checking received product for accuracy to packing lists, stock pulling, stock put-away, and inventory counting.
- Attention to detail is needed. Orders must be double checked for accuracy. Proper paperwork must accompany all deliveries and shipments. Receiving product requires detailed confirmation of exact product and quantities. Help with freight claims. Assist with inter-company transfers.
- Additional tasks include cleaning, cutting metal products, keeping workplace clean, and other activities required in the warehouse.
- Tasks could include climbing ladders, operating forklift, packaging product, lifting heavy items, working outside, and working indoors.
- Tasks include deliveries to customers, load & unload products/pallets out of truck, drive larger truck and occasionally pull trailer, secure loads, follow ODOT regulations, and other delivery tasks. Professional and courteous customer service is expected for deliveries.

Desired Experience & Qualifications:

- 1-10 years of warehouse or distribution experience.
- High School Diploma or equivalent preferred.
- Ability to take direction, work with others, and be self-motivated is important.
- Need to know or be able to learn quickly computer systems, software, and part numbers used in the warehouse processes.
- Ability to have physical fitness required to perform the job description is a requirement. Ability to climb a ladder is needed. Ability to lift up to 75 lbs is required.
- Knowledge of part numbers and products is helpful
- Familiarity with warehouse work and computer controlled inventory systems is a helpful.

- Ability to communicate internally & externally in a professional manner is a plus
- Be able to pass a drug test (including marijuana)

Benefits:

- Hourly Compensation DOE
- Incentive Plan based off branch monthly sales goals being met
- Health insurance & health reimbursement plan
- Dental & vision plan
- 401K plan
- Paid Holidays
- Paid sick leave and personal time
- Use of company equipment
- Industry certification classes/training

Job Type: Full-time

How to Apply: Please email ryankelly@edgecs.com