

MATERIAL HANDLER

JOB DESCRIPTION:

Richmond based Manufacturer looking for Material Handler Associates to join our Warehouse & Shipping Department.



REQUIREMENTS:

- Must be a U.S. citizen
- Good attitude with can-do state of mind
- Accurate at matching item numbers and sequences
- Candidate must have 5-10 years of warehouse experience
- Knowledge of Microsoft Office applications
- Ability to lift a minimum of 65 lbs
- Forklift Certified (3 years preferred!)
- Carpentry skills a plus but not required
- Valid driver's license
- Zero Tolerance Company, applicant must be drug free
- Ability to work overtime with short notice
- Package and load outgoing shipments
- Unload and inspect incoming material for accuracy and damage
- History with bill of lading, packing lists, and purchase orders
- Familiar with RMA process, handling both inbound and outbound RMAs
- Ability to lift and maneuver large pieces of equipment and containers
- Issue material to production floor
- Research and resolve cycle count discrepancies
- Ensure safety stock levels are adequately maintained
- Responsible for inventory accuracy
- Maintain a clean and orderly work area



BENEFITS OF WORKING @ PS&C:

PS&C offers the opportunity to carve out your own professional destiny! We facilitate enhancement of one's skill set, while providing the structure to strengthen your talents and diversity within yourself, as well as our product lines. As a valued team member, we recognize that everyone is essential to success. Each employee's individual talents are utilized. Big things are happening at our company! PS&C is expanding its facility to meet supplier demand, which includes a fully air conditioned and heated workspace.

- Expert skills are recognized and promoted
- Competitive Base Pay, Holidays, Vacation, and PTO
- ESOP (Employee Stock Ownership Program), including 401k match (1/2% for each 1% up to 3% Max Match)
- Medical, Prescription and Dental Insurance: Free high deductible plan, or a Premium Plan with reduced payroll deduction options
- Clothing/work boot allowance
- Bonus program available
- Additional vacation offered after 10 and 20 year employment (1 week)
- E. O. E; drug and smoke free environment; with criminal background checks

