YOUR BRAND OPTIMIZED AND DELIVERED

SUCCESS PROFILE

Warehouse Associate

Spry, Inc. is recognized as one of the industry's top performing leaders in print, promotional products, office supplies, and distribution. Our firm helps clients market and manage their brands with absolute efficiency. With over 30 years in the industry and our continued growth, we are actively seeking driven leaders who are motivated to grow with us.

ESSENTIAL FUNCTION:

The Warehouse Associate position exists for the purpose of accurately fulfilling customer material orders.
Full-time position, hourly

PRIMARY DUTIES AND RESPONSIBILITIES:

The following duties and responsibilities are essential in the daily execution of the position:

- Creating and maintaining an environment focused on process improvement, quality, safety and accuracy
- Adhere to all procedures for accurate order picking and shipping
- Ability to complete tasks with minimal direction
- Preferred ability to operate all warehouse machinery including order picker, reach truck, and lift truck.
- Maintain a clean facility at all times
- Execute all responsibilities in alignment with the company's EOS principles, driving accountability, collaboration, and organizational success
- EOS Roles and Responsibilities:
    - Order fulfillment
    - Inventory control
    - Receiving
    - Quality control
    - Order fulfillment
    - Deliveries

MINIMUM QUALIFICATIONS & SKILLS:

- Strong attention to detail
- High school education (or equivalent)
- 1-3 years of experience in related field (i.e., warehousing, logistics, distribution, etc.)
- Ability to plan effectively
- Self-Motivated
- Dependability
- Team player

CORE COMPETENCIES:

- ***Attentiveness:*** Understands the need and has the ability to perform duties with high attention to detail.
- ***Problem Solving Skills:*** Creates a “can-do” environment; enthusiastic about identifying opportunities, solving problems, dealing with changes and executing with speed and purpose.
- ***Sense of Urgency:*** Acts with urgency when resolving associate, customer or business problems.
- ***Team Skills:*** Values diverse people; shares ideas, communicates honestly and respects others. Communicates effectively with others from diverse backgrounds and perspectives and adjusts communication style as appropriate. Builds mutual understanding, consensus and support among team members by communicating in a way that promotes understanding and commitment.

PHYSICAL REQUIREMENTS

Exerting/Lifting 100 to 50 pounds occasionally, 50 to 25 pounds frequently, and/or less than 25 pounds of force constantly to move objects.

- Frequent – lifting, walking reaching, handling, grasping, standing, talking, repetitive motions, stooping, kneeling, crouching, climbing
- Constant – hearing, eye/hand/foot coordination