



IMMEDIATE JOB OPENING

Creative Human Resources Concepts, LLC (CHRC) is currently recruiting for a “temp to direct hire” assignment located in East Mesa, AZ

WAREHOUSE WORKER

JOB DESCRIPTION: This role will perform an array of functions that may include receiving and processing incoming stock and materials, picking and filling orders from stock, packing and shipping orders, organizing and retrieving stock in the warehouse.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Verifies quantities of all incoming and outgoing products and ensures products are distributed properly
- Transports, places and stores products in appropriate warehouse or storage locations.
- Picks, checks and packs daily orders using our computerized shipping system.
- Maintains inventory locations in a clean and organized manner. Some climbing on ladders may be necessary.
- Completes reports and performs periodic inventories of materials.
- Assists with the loading and unloading of large volume shipments.
- Works in shipping and receiving.
- Other duties as assigned.

REQUIRED EDUCATION/EXPERIENCE/CERTIFICATES AND LICENSES:

- High School diploma or GED required.
- 1 to 2 years of warehousing experience preferred.
- **MUST BE RELIABLE**, on time every day, able commit to the job and tasks given.
- Ability to read and interpret documents such as safety rules and operating and maintenance instructions.
- Ability to speak effectively with others and follow directions.
- Ability to self-manage, get the job done in time, every time and always keep busy doing other work as necessary.
- Must be able to lift 50 lbs (Specifically, be able to lift above head and on a repetitive consistency).
- Must have reliable non-public transportation to be able to commute every day to the North East Mesa area.

A job offer may be contingent upon successful completion of pre-employment requirements, education verification and criminal background check.

TERM: Temporary to Direct Status

HOURS: 7:15 a.m. to 4:00 p.m. Monday – Friday (May require over-time daily and on weekends)

PAY RATE: \$14.00/hr. + Weekly Bonus

Qualified applicants can forward their resume for review by email to email@chrc4work.com.



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People Helping People™

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