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# Example of Associate Warehouse Job Description

Our innovative and growing company is searching for experienced candidates for the position of associate warehouse. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for associate warehouse

* Pack associates must be able to learn and understand the PK codes and what they mean
* Access online packer manual to determine if re-pack or placement into intermediate containers is required
* Ensure labels and label positioning are correct
* Responsible for spotting trailers at the dock with the yard tractor
* Hose assembly
* Pick and pack and pull stock for delivery
* Process UPS and FEDEX orders
* Utilize LXE guns
* Participate in site required training
* Perform unload and receive of inbound furniture orders which will require manually moving some large, heavy goods

## Qualifications for associate warehouse

* Have a HS Diploma or GED (official copy required prior to start)
* Can understand and act on work instructions provided in English orally and in writing
* Experience operating a personal computer in a professional environment
* A valid Class A Commercial Driver’s License (CDL)
* Ability to lift and carry up to 50 pounds in a physical environment
* Minimum 1 year experience in a Regulated and / or Pharmaceutical cGMP environment