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# Example of Package Handler Job Description

Our innovative and growing company is hiring for a package handler. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for package handler

* Sort packages
* Packing customer orders, and labeling packages so that products may be shipped
* Accept and receive all incoming packages deliver to necessary location
* Keep accurate records of received packages outgoing for internal and external guests
* Term Life
* Loading/Unloading inventory in a warehouse setting
* Applying shipping labels and sorting merchandise for shipment
* Order picking merchandise from warehouse shelves
* Packaging products and merchandise for delivery
* Processing all incoming packages and maintaining daily log

## Qualifications for package handler

* Scan at or above minimum standards
* Must have good attendance and job tenure
* Ability to pass pre-screenings
* Flexible schedule with ability to work overtime, weekends, and holidays
* Must be dependable and have a strong attendance record
* Must have reliable transportation and good attendance