Downloaded from <https://www.velvetjobs.com/job-descriptions/packer>

# Example of Packer Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of packer. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for packer

* Build assortments
* Check books for damages and process orders for shipment
* Verify labels for each order to be shipped
* Select the correct sized box for each order based on the size of the order
* Add appropriate amount of dunnage to each box when necessary and securely seal product for shipment
* Packing orders utilizing the Agile System
* Gift wrapping orders utilizing the Agile System
* Attention to detail and productivity are key, positive attitude and flexibility
* Read and follow written instructions and follow system visual cues
* Ability to cross train and perform duties in other areas

## Qualifications for packer

* Perform testing procedures insuring products meet specified quality standards
* Ability to stand, push, pull & reach for long periods of time
* Ability to perform duties which requires tolerance of standing, repetitive hand movements, continual bending and squatting, near/far/depth/color vision, and inside ambient temperatures
* Performs all duties as per Departmental Operating Instructions
* Performs a variety of hand assembly procedures in the preparation of subassemblies
* Visually inspects parts prior to assembly and after processing for surface defects, alignments