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# Example of Warehouse Employee Job Description

Our growing company is looking to fill the role of warehouse employee. 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 warehouse employee

* Initiation of appropriate failover procedures upon severe disruptions of service
* Initiation of relevant data recovery procedures
* Creation and distribution of pre-defined standard reports to Business Units
* Unload the correct merchandise and place it where the receiving party dictates
* Receive, count and verify incoming vendor shipments and customer return material
* Stock and maintain the warehouse, pick and pack customer orders
* Load and unload trucks and operate a forklift safely
* May set/adjust the physical distribution working instructions on basis of observations
* Assist customers who purchase and/or pick up merchandise at the Profit Center
* Process and fill Sales Orders generated at the sales counter

## Qualifications for warehouse employee

* Demonstrated high productivity rate in a team environment with minimal supervision
* Entry-level employees
* University degree and/or a comparable training
* Working experience in an IT-Operations environment
* Experience with Linux, SQL, Java/J2EE and scripting required
* Experience with Oracle is mandatory, experience with Informatica highly desirable, experience with Control-M and Micro-Strategy will be advantageous