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# Example of Warehouse Shipping Job Description

Our company is growing rapidly and is hiring for a warehouse shipping. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for warehouse shipping

* Manage waste rolls and scrap, move waste to compactors or recycling staging areas, gather and bale loose junk or startup rolls and load the scrap trailer and record weights
* To perform cycle counts as needed
* Empty pallets from presses gathered and taken outside and neatly stacked
* Gather and bale loose scrap from presses and slitters
* To provide assistance outside their immediate area of responsibility when needed
* To assist in physical inventories
* Processes all nightly paperwork required such as delivery manifest, exception reporting, truck departure log
* Supports the material receiving activities to ensure materials received are what was ordered, correct quantities, undamaged
* Receives raw material and supplies
* Moving and staging product and materials using equipment (order/cherry picker)

## Qualifications for warehouse shipping

* Operational Access to OMS – Menus OE, IC, WH
* May be required to lift up to 50 pounds using proper techniques
* Work environment is moderately noisy
* Flexible to work any shift as needed, including evenings and weekends
* Must be able to handle stress caused by meeting deadlines with tight scheduling requirements
* Strong familiarity and prior certification with Warehouse Material Handling Equipment is required