



Warehouse Worker

Perform an array of functions that include UPS, Freight, LTL, FTL, and outbound logistics. Also, receiving and processing incoming stock and materials, picking and filling orders from stock, packing and shipping orders on trucks, managing, organizing, and retrieving stock in the warehouse and manufacturing.

JOB RESPONSIBILITIES

1. **Ensure** Truck drivers are logged in properly (wheels chocked, signed in, and in correct door).
 2. **Ensure** safety at all times.
 3. **Ensure** positive work environment and maintain a positive attitude.
 4. **Responsible** for inbound (checking in, receiving, tagging, put away, replenishments) and outbound (picking, picking accuracy, quality, loading stability) logistics.
 5. **Cleanliness** of responsible areas.
 6. **Performing** company goals and initiatives and **Inventory** Control.
 8. **Other** duties and responsibilities driven by management.
 9. **Working** with new employees to help with training.
 10. **Must** be able to operate/drive all non-CDL company vehicles.
- See MWE job order#1258867 for more info.**

Lisa Nash, Business Consultant
lisa.nash@maryland.gov
(410) 396-7873
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PACKAGING

Inbound/Outbound Logistics Lead

The team lead is responsible for all inbound and outbound logistics activity for the respected shift. This includes UPS, Freight, LTL, FTL, and outbound logistics. This team member is responsible for the execution, culture, and teamwork of their respective shifts.

1. Applicant will ensure that truck drivers are logged in properly (wheels chocked, signed in, and in correct door).
2. Ensure safety at all times.
3. Ensure company and department policies are being followed.
4. Ensure positive work environment and maintain a positive attitude.
5. Complete daily checklist.
6. Responsible for all inbound (checking in, receiving, tagging, put away, replenishments) and outbound (picking, picking accuracy, quality, loading stability) logistics.
7. Cleanliness of responsible areas.
8. Driving company goals and initiatives.
9. Routing and Perform Inventory Control.

Applicant must be trustworthy, dependable and have reliable transportation.

Must be able to work Monday through Friday.

(See MWE job order#1258853 for more information)

To apply: Kindly e-mail your résumé to:
lisa.nash@maryland.gov