



Nourison is currently seeking a Shipping/Receiving Team Member at our Calhoun, GA office. This individual will provide support to Shipping/Receiving Department.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Support the Shipping/Receiving Supervisor and Leads in loading and unloading trucks either by hand or utilizing equipment.
- All new trucks to be received and accounted for in accordance to the Purchase Order issued for the merchandise/request.
- Load and unload freight onto and off of trucks and trailers occasionally exerting 100 pounds of force and frequently exerting 50 pounds for force.
- Frequent lifting, pulling, pushing and carrying of freight.
- Trucks to be loaded will be verified for counts according to the Bill of Landing, as well as the quality of the load.
- Package, label and palletize customer orders as assigned by the Lead and/or the Supervisor.
- Ensure all customer packaging requirements are satisfied prior to shipment.
- Communicate with Shipping/Receiving Lead all activity associated with load status.
- Maintain Safety Procedures: maintain safe work practices as outlined in the safety procedures.

### **QUALIFICATIONS & EDUCATION**

- High School/GED preferred.
- Read, write and comprehend English.
- Computer experience helpful.
- Basic material handling experience, basic math and English skills.

To apply for this position, click on the following link. You will be taken to an email page where you can attach your resume.

*Nourison is an equal opportunity employer.*