

2874 Veterans Drive, Pekin, IL 61554

Revised Nov. 2021

# **POSITION ANNOUNCEMENT**

## **Fulfillment Associate**

(Part Time or Full Time, 20-40 hours per week) Operating Hours: Monday – Friday 9 a.m. – 6 p.m.

#### **DESCRIPTION**

Shipworx is looking for individuals who can thrive in a fast-paced environment at our Logistics Center where associates pick, pack, sort, and ship orders for our customers. If you want to work for a great company, take satisfaction in fulfilling customer orders quickly and most importantly, want schedule flexibility while working on an exciting service, then join us!

We are customer obsessed, and work together to ensure their satisfaction. Because meeting customer expectations are a must, quality and productivity are critical.

Tasks will require standing in one place for extended periods of time on average 5-6 hours, while others involve walking around the facility- comfortable, closed-toed shoes are a must!

### What does a Fulfillment Center Associate do?

- Associates can expect to work across all site job functions including receiving, stocking, and packing products and quality checks.
- Associates will fulfill customer orders with accuracy and efficiency.
- Associates can expect to handle perishable and non-perishable goods, ranging in size from small envelopes to boxes/bags weighing up to 23 kg.
- Associates should be willing and able to operate carts, hand trucks and other moving equipment to move merchandise.

#### **BASIC QUALIFICATIONS**

- Basic Computer experience
- Good communication skills able to assist team members

#### PREFERRED QUALIFICATIONS

- Think outside of the box
- Searches for innovative solutions
- Positive 'can-do' attitude in achieving results

We want you to join the team if you can check these boxes.

Hourly Pay Rate: Starts at \$14 per hour

Apply today at www.shipworx.co/careers.