ITAD Warehouse Worker

Learn the Fast-Paced Electronics Industry

Package

Job Title: ITAD Warehouse Jobs - Sorter / Receiver / Packer / Shipper

Time: Full-time

Qualifications: No degree needed

Base Salary: Neg. depending on experience and qualifications

Email your resume to: **support@ITAD-company.com** (please add the following job code HR4030)

Do you love working with details? Do you enjoy bringing order out of chaos? Do you like doing something different every day? Do you find yourself trying to make your work and tasks more efficient? Are you looking for more than just a J-O-B? Then apply for this position!

Company Background

Our ITAD company is a purpose-driven company that provides environmental and social benefits on a global scale by reusing and responsibly disposing of electronics, making technology available to those who cannot afford newer technology, and by protecting private and personal data for hundreds of businesses and people. We recover value on servers and components on a wholesale level. We handle logistics, de-manufacturing, testing, erasure, quality control, and resale.

Culture

Our culture thrives off hard-working and passionate professionals, and we're looking to expand that culture with the addition of a Warehouse Sorter! We are seeking the ideal candidate who exemplifies a willingness to learn, organizational skills, and attention to detail. Come join our team if you are looking to be a part of a growing industry. Working with used electronics is an exciting avenue of employment as technology and product types change often. Be prepared to work in a fast-paced environment.

Day-to-Day Responsibilities

This is an entry-level position. You do not need to be an expert in technology. If you have a willing attitude and willingness to learn, we can train you!

- Record and input data into ERP system and Excel for hardware orders (servers, switches, monitors, drives, phones, desktops, laptops, batteries, etc)
- Prepare/organize hardware orders in terms of process flow and item type
- Ensure that all items are properly packed and labeled on pallets or carts according to set protocols and procedures
- Moving pallets and boxes to their respective locations
- Sort computer parts by type & part number according to procedure
- Peer audit orders and enter orders in ERP to make available for resale

Secondary Responsibilities

- Ensure work area is organized and clean
- Pull components from servers
- Test computer parts (memory and processors) on an independent tester and/or server
- Inspect quality of components and grade accordingly
- Stock product based on inventory locations
- Warehouse layout management

Qualifications

- Accurate & gives attention to detail as measured by the Indeed assessment
- Must be able to push, pull, and/or lift up to 60 pounds
- Computer skills and proficient knowledge of Microsoft Office programs
- Ability to work well under pressure
- Ability to balance multiple responsibilities
- Excellent written and verbal communication
- Ability to work independently as well as with others
- Ability to stand for long periods of time
- High school diploma or GED equivalent required
- Must be able to pass drug testing and a background check

Preferred Qualifications

- Proficiency in Excel
- Forklift Experience (1-2 years)

Job and Benefits

- Type: Full-Time
- Hours: 9:00 AM to 5:30 PM weekdays, with occasional overtime
- 40 hours / week standard
- 401(k) savings opportunity after one year of employment
- Paid holidays upon hiring
- Two weeks of paid vacation days after one year of employment

Reports to: Operations Lead

For consideration of this position, apply through Indeed. Please include your resume and reference this position title. Please only use email to contact us, as we are not accepting inquiries by phone or walk-in currently.

All personnel may be required to perform duties outside of their normal responsibilities, as necessitated by business demands. Applicants will be subject to a drug screening test and a background check prior to any offer of employment. We are committed to providing a non-discriminatory environment for its applicants and employees. Our ITAD Company is an equal opportunity employer.

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For more information visit: https://itad-company.com/