



Warehouse Associate West Chester, PA

We are seeking a dedicated and efficient 2nd Shift Warehouse Associate to join our dynamic team. The ideal candidate will play a crucial role in the daily operations of our distribution center, ensuring that products are accurately received, stored, and shipped. This position requires a strong attention to detail, the ability to perform heavy lifting, and proficiency in operating warehouse equipment.

Applicants must be authorized to work for ANY employer in the U.S. We are unable to sponsor or take over sponsorship of an employment Visa at this time.

This position will require occasional overtime and weekends.

Key Responsibilities/Deliverables:

- Receive and inspect incoming shipments for accuracy and quality.
- Organize and store products in designated areas within the warehouse.
- Operate forklifts and pallet jacks safely and efficiently.
- Collaborate with Warehouse Manager to maintain an organized and efficient workspace.
- Assist in conducting regular inventory counts and stock replenishment.
- Submit any raw product received in to be entered into system
- Inspect products for damages; report as needed
- Maintain a clean and orderly warehouse environment
- Prepare products for shipping
- Breakdown Pallets
- Ensure compliance with safety standards and protocols while performing duties.

Qualifications:

- Previous experience in a warehouse environment is preferred.
- Familiarity with warehouse equipment such as forklifts and pallet jacks is a plus.
- Ability to perform heavy lifting (up to 50 pounds) as required by the job.
- Strong organizational skills with attention to detail in stock management.
- Basic computer skills for data entry and inventory tracking.
- A team player who can work collaboratively with others in a fast-paced environment.
- Must be able to self motivate and work autonomously
- Flexibility to work various shifts and overtime as needed.
- Must be forklift certified or obtain certification within the first 90 days of employment.

EEO

Havpak, Inc. is an equal opportunity employer that does not discriminate on the basis of race, national origin, gender, gender identity, sexual orientation, protected veteran status, disability, age, or other legally protected status. Our goal is to be a diverse workforce that is representative of our customers and communities. We are committed to building a team that is inclusive of a variety of backgrounds and perspectives.