

Lubrication Specialties, Inc.

Job Description

Title: Warehouse Associate

Reports to: Warehouse Manager

Based at: 3975 Morrow Meadows Dr., Mount Gilead Ohio 43338

Job purpose:

Bottle the Hot Shot's Secret line of products. Ensure bottle fillers are working properly and quality of product is accurate. Label bottles as needed. Package product for warehouse inventory. Pack orders for shipping.

Key responsibilities and accountabilities:

- Bottle product as needed into empty containers to add to stock levels
- Pack daily orders of products into packaging materials for shipping
- Shrink wrap pallets of product for inventory
- Package all our products for shipment to large retailers and dealers
- Drive forklift to move pallets of products into inventory or into freight trucks
- Other duties as assigned with the warehouse

Personality: Self-driven, results-oriented with a positive outlook, and a clear focus on high quality. A natural forward planner who critically assesses own performance. Reliable, tolerant, and determined. Able to get along with others and be a team-player.

Specific Job Skills: Ability to add, subtract and divide, lift up to 75 pounds, active drivers license, experience with bottling and labeling equipment, use of forklift and pallet jack.