

Job Description

Warehouse Coordinator – Dallas/Ft Worth

Job Responsibilities

We are looking for an experienced Warehouse and Inventory candidate to assist with our Warehouse Manager in the Dallas area. We're family owned and operated, with a financially stable business, with advancement opportunities. Please review the summary and qualifications of this position and submit your resume for immediate consideration.

Project Coordinator Responsibilities

This person will perform the activities related warehousing and inventory. At a minimum, the position requires a good work ethic, ability to work in outside environments, operate a fork lift, and possesses a valid Driver's License. Provide support and follow directions as needed.

Job Requirements

- A good work ethic.
- Must have good communication skills and a positive attitude. Bi-lingual is a plus.
- Willingness to follow directions and work in a team environment.
- Able to work in a fast paced environment.
- The ability to work safely, with or without supervision.
- Must be able to work independently at times.
- Experience with operating a fork lift.
- Must be able to lift up to 50lbs unassisted, more assisted.
- Must be detailed oriented.
- Work outside in all types of weather.
- Valid Driver's License required.

Benefits

We offer competitive compensation and full benefits.

Benefits include:

- Health, dental, vision
- 401(k) with match
- Paid Time Off

All candidates are required to pass a pre-employment drug screen. All candidates must pass a background and motor vehicle record check that meets company standards. All candidates must be authorized to work in the United States.