

## Logistics Center Assoc I – Receiving

Openings: 1

Hours: Mon-Fri 6:00 am - 2:30 pm - Full-time position

Link to apply: <https://phf.tbe.taleo.net/phf01/ats/careers/v2/viewRequisition?org=KARLSTORZENDO&cws=41&rid=11361>

### **POSITION SUMMARY:**

Logistics Center Associates are expected to support and contribute to the KSEA continuous improvement (LEAN) culture. Logistics Center Associate I's are generally responsible for material handling and processing within the Logistics Center utilizing fundamental SAP transactions. You will be required to adhere to established safety, quality, productivity, and continuous improvement standards.

### **MINIMUM KNOWLEDGE, EDUCATION AND SKILL REQUIREMENTS:**

- HS Diploma or GED
- SAP experience preferred
- Ability to follow direction
- Basic computer knowledge
- Team oriented
- Effective communication skills
- Dependable
- Punctual
- Position requires constant and varying degrees of movement including standing, sitting, bending, walking, reaching, grabbing, and packing, lifting, pulling, and pushing
- Must be able to frequently lift up to 25lbs
- Must be able to occasionally lift between 30-75lbs as needed with assistance
- Must be able to occasionally push/pull up to 320lbs on casters with assistance
- Must be able to occasionally use a warehouse ladder for reaching shelves
- Must be able to operate a manual pallet jack
- Ability to use standard office equipment (computers, copiers, etc.)

### **DUTIES AND RESPONSIBILITIES:**

- Unpack and sort inbound shipments, matching products and quantities against invoice or packing slip.
- Compare invoice or packing slip to purchase order within SAP for correctness of products and quantities.
- Identify and document shipping errors and/or damages.
- Package and label products for warehouse inventory ensuring all accessories and instructions are included.
- Perform other task as requested by the Inspection Supervisor.
- Be able to fill in at any other position within Inspection.

KARL STORZ reserves the right to change or modify the employee's job description whether orally or in writing, at any time during the employment relationship. Additionally, KARL STORZ, through its supervisors, may require an employee to perform duties outside their normal description within the sole discretion of the supervisor. Employee must comply with all applicable KARL STORZ policies and procedures.

#### **Equal Employment Opportunity Statement**

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status. KARL STORZ is an Equal Opportunity Employer supporting EOE/M/F/Vet/Disability.

#### **Reasonable Accommodation**

If, at any point in the application process (including hiring), a candidate would like to request a reasonable accommodation due to a disability or a religious need, please email us at [Taleo\\_Administrator@karlstorz.com](mailto:Taleo_Administrator@karlstorz.com) and we'll be happy to engage in an interactive process with you.