

Warehouse Technician I

NCNS Environmental, Inc. “the Company” believes that one of the keys to our success is our employees. All employees are held responsible to work with fellow employees and management; in a joint effort to ensure our customers are our priority. We do this by making each interaction a positive one and building a memorable relationship with each customer. All employees are required to perform their daily responsibilities and contribute to the Company’s overall goal of operating with integrity and accountability. All employees must be in compliance with all Company policies and procedures and applicable laws.

Job Summary:

Assisting with utility and support tasks as directed by their supervisor to maintain efficient warehouse operation and maintenance.

Essential Job Functions:

- Assisting with loading/unloading items into/from vehicle.
- Assisting offloading items and shipping containers.
- Maintaining all merchandise with appropriate care.
- Maintaining warehouse cleanliness and appearance.
- Organizing warehouse stock.
- Follow all policies and procedures that are expected. Adhere to the Company’s policy regarding carrying a company ID while working and showing that ID when requested.
- Implementation of the Company’s policies and procedures especially while interacting with customers.

Knowledge, Skills, & Abilities:

- Ability to work independently and as part of a team.
- Maintain an excellent, dependable level of attendance and punctuality.
- Understanding of basic math skills.
- Able to listen and follow instructions.
- Ability to communicate clearly and professionally with co-workers and customers.
- Ability to work cooperatively, courteously, and respectfully with co-workers and customers.
- Strong customer service orientation, good judgment, and flexibility.
- Adaptation to changes that affect the Company business.
- Ability to clearly and effectively to respond and exchange ideas through writing, speaking and presentations.

Working Conditions and Physical Demands:

- Hep A & B vaccination.
- Negative TB test.
- Loading and unloading of heavy/bulky equipment and supplies in excess of 50 lbs.
- Ability to lift, move and carry heavy/bulky items, in excess of 50 lbs., for long distances.
- Physically able to stand for prolonged periods and/or move about various locations.
- Physically able to bend and/or climb if necessary.

Other Duties and Responsibilities:

- Other duties and/or responsibilities include but are not limited to the proper handling of equipment and documentation, problem solving ability, and other essential related duties, that may be assigned from time to time necessary to maintain the day-to-day operations.
- Utilization of down time in a productive, professional manner.
- Adhere to Company policies regarding scheduling including requests for personal time off and vacations.
- Able to work a flexible work schedule – may include nights, weekends, and holidays.
- Pro-actively seek training and/or product knowledge to better perform all job responsibilities.

Benefits:

Paid time off, holiday pay, medical insurance, and dental benefits are offered to regular, full-time employees.

Disclaimers: The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. The above is not intended to be an exhaustive list of all responsibilities and duties required to perform this position.

External and internal applicants, as well as position incumbents who become disabled as defined by the Americans with Disabilities Act must be able to perform the essential job functions (as listed) either unaided or with the assistance of reasonable accommodation to be determined by management on a case-by-case basis.

The Company is committed to the principle of equal opportunity employment. Applicants for employment and employees are reviewed on their individual qualifications for a position. Under no circumstances will the Company discriminate against qualified persons based on race, color, religious creed, retaliation, national origin, ancestry, sexual orientation, gender, gender identity, disability, mental illness, genetics, choice of health insurance, marital status, age, veteran status, or any other basis prohibited under applicable law.

Resumes may be submitted to: info@nkwcorp.com. Please include the position for which you are applying in the subject line of the email.

Applications without a signature will not be accepted.

Qualified applicants will participate in a three-week training program.