

Blodgett Job Opportunity Notice

Department:

Manufacturing Shipping and Receiving

Job Title:

Logistic Associate

Pay Range: \$18.00 - \$23.00

Job Description:

Responsibilities include but are not limited to:

- Receive and/or ship all materials, parts, finished goods, etc.
- Load and off-load trucks safely using lift truck or hand truck.
- Perform proper inspection on designated parts.
- Assemble kits; pull parts for production, and transport parts between facilities.
- Complete documentation procedures in an accurate and timely manner. This includes system data entry, filing of paperwork, and forwarding copies to proper departments as required.
- Insures proper delivery of material and packages to internal and external customers.
- Perform cycle counts as requested.
- Able to resolve issues in a timely manner and be able to prioritize and re-prioritize work.

Qualifications Required:

- Must have a currently valid and clear driver's license. Human Resources will check license annually.
- Able to safely drive, or be trained to safely drive, a 22' box truck.
- Excellent paperwork and counting skills.
- Able to learn and use associated system screens
- Must have good interpersonal and time management skills.
- Must have, or be able to obtain, a lift truck license.
- Able to read and understand blueprints and use simple measuring devices.
- Must have good interpersonal and time management skills.
- Knowledge of shop floor measuring instruments.
- Capable of using small hand and power tools.
- Flexibility to work in various work areas on a regular basis.
- Ability to lift up to 50 lbs., bend, sit and stand repeatedly,
- Able to work and interact in a team-oriented department.
- Commitment to maintenance of a clean, organized and safe work environment.

Above job description is general and management may assign other duties.

We offer a supportive and team-oriented environment, competitive salary, health, dental and vision plans, 401k, life insurance, short term and long-term disability, wellness programs, tuition reimbursement and COVID safe environment.

Blodgett is a subsidiary of the Middleby Corporation.

If interested please email resume and cover letter to Lynn Wolski, Director of HR at:

employment@blodgett.com

We are an equal opportunity employer.