



## *Immediate Job Opening*

**Job Title:** Warehouse Clerk- Full time

**General Description:** The primary responsibilities of this position are to provide dependable assistance in warehouse operations and safety procedures, particularly in the areas of product receipt and distribution.

**Job Duties:** Fill agency orders, coordinate loading of agency vehicles, handle inventory receipts and picking lists, rotation of product, maintain warehouse in a neat orderly state, assist with receiving and distribution of inventory.

**Qualifications:**

- High school diploma or equivalent.
- Minimum 1 year warehouse experience
- Minimum 1 year current Forklift experience
- Minimum 1 year pallet jack experience
- Ability to lift up to 80 lbs.
- Ability to read, write, and understand English
- Understand basic math calculations
- Ability to work in extreme temperatures
- Ability to work a flexible schedule to include Saturdays

**Rate of Pay:** \$12.50/hour

**Job Closing Date:** January 26, 2024

Please complete an application and submit to Martha Cabrera, HR Manager at 5442 Bear Lane Street, Corpus Christi, TX 78405.