Position Overview
The associate will assist Denean’s Party By Design in executing seamless and flawless events that exceed the expectation of our clients through loading/unloading inventory into the event staging area.

Essential Job Functions
Inventory loader/unloader may be required to:

- Move freight, stock, or other material with and without assistive devices as appropriate
- Attach identifying tags to containers
- Mark inventory with identifying information
- Read work orders and/or receive oral instructions to determine work assignments
- Record numbers of units handled and moved using daily production sheets or work tickets
- Move freight, stock, and other materials to and from storage, staging areas and delivery vehicles
- Sort product containers before loading and unloading
- Pack containers and re-pack containers

Requirements
The associate must be or have:

- Reliable and Dependable Transportation
- Excellent Customer Service Skills
- Flexibility
- Detail Oriented
- Reliability
- Professional
- Punctual
• Team Player
• Excellent Organizational Skills
• Excellent Communications Skills
• Willingness to learn and follow instructions
• Ability to work with minimum supervision
• Ability to work with diverse populations
• Ability to be self-directed and highly motivated
• Follow all company safety policies

Physical Requirements

Inventory loader/Unloader are required to

- Consistently lift-up to 40lbs independently
- To occasionally lift-up to 75 lbs. with assistive devices
- Use a Push/Pull hand truck
- To maneuver steps

Working Conditions

• Flexible hours (early mornings, some nights, holidays and weekend hours may be required)
• 75% Travel may be required (travel to storage and event venue is required)
• Attendance required for mandatory staff meetings and training sessions

Work Experience/Education

• High School diploma or equivalent
• 1 - 2 years’ experience in a similar environment preferred.

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