



Distribution Center B

SGS Tool Company, a premier manufacturing employer in Munroe Falls, Ohio, has been servicing the metal cutting industry for over 50 years and has a Distribution Center B opportunity available.

Distribution Center B Primary Functions

The position performs the activities of all the required functions within the Distribution Center. This position supports a lean and a safe manufacturing environment while focusing on continuous improvement, quality and support of teamwork throughout SGS.

Key matrices:

- Accurately picking product from stock for post processing minimizing WIP level and throughput time.
- Determines labeling/etching requirements including but not limited to: assemble and pack product containers, preparing and affixing labels on tubes, snap packs and/or shipping cartons for shipping in an accurate manner including any special labels/etches that are customer required.
- Prepares all manifest documents in a timely and accurate manner as required.
- Operates the required equipment including; banding machine, lift tables, carts and other Distribution Center equipment used to expedite the shipping of finished goods.
- Assemble orders or performs post-processing of finished goods (not limited to etch, stencil, tube, label pack, clean, etc) from stock to effectively meet shipping objectives.
- Sorting and placing materials or items on racks, shelves, or in bins according to predetermined sequence such as order, size, type, style, color, product code or family grouping.
- Reading customer orders, work orders, shipping orders, or requisitions to determine items to be moved, gathered, or distributed and/or shipped.
- Perform in-process inspections to insure error free customer orders.
- Participation in refining work procedures/instructions as needed.
- Operate computers utilizing designated shipping software.
- All distribution center activities where and when required by coaching staff.

Requirements

High school diploma or completion of an accredited GED program. Ability to read, write, comprehend and communicate in English. Six months or more of previous related experience and/or training; or equivalent combination of education and experience is considered. Must be able to understand QMS, quality standards, methods and reporting requirements. Ability to identify tools to ensure accurate post processing and shipping requirements are met. Ability to function within a team-oriented base environment is required. Ability to change to varied workloads and circumstances. Working knowledge of personal computers and operating the applicable software and its application is helpful. Associate is required to follow other job-related duties, subject to all Local, State and Federal laws and applicable regulations. The selected candidate must meet all hiring selection requirements including comprehensive testing, background screening, pre-employment drug screen and physical.

Are you up for this rewarding challenge?

Please fax your resume to 330-686-2128, email to hr@sgstool.com or mail to SGS - HR 54 South Main Street, Munroe Falls, Ohio 44262. (EOE) **Prefer Local candidates. No phone calls please.**