



Warehouse Crew Chief/Lead

We are looking for a hardworking individual to work in our Warehouse as a Crew Chief/Lead.

Key Job Duties

- Responsible for accurate inventory and product locations.
- Responsible for correctly receiving incoming goods.
- Assigns tasks to employees in the Warehouse Department to ensure shipment and quality goals are met.
- Under the direction of the supervisor, monitors, enforces and sets work standards for the Warehouse Department.
- Constantly observes warehouse processes to assure maximum quality and production standards.
- Under the direction of Supervisor, schedules staffing including start time, vacations and overtime.
- Must see that all product is staged and ready to meet Shipping Department's production needs and goals.
- Directs the training of new employees in the department.
- May serve as a backup driver of the company truck as needed.

Necessary Qualification Needed

- Requires a minimum of two years experience in a warehouse/logistics environment.
- Organizational and scheduling skills required in order to handle multiple priorities. Such as monitoring outgoing materials, material locations, and department locations.
- Strong verbal and written communication skills needed to interact with all levels of employees and outside vendors.
- Basic PC skills with Microsoft Word and Excel are desirable with RF barcode scanner. Must also have the ability to use our stock locator system (computer type operation).
- Must be able to read, write and do basic arithmetic functions in order to maintain records for inventory purposes.
- Must be forklift certified and have the ability to train employees to use; order picker, pallet jacks, dollies, ladders in order to stock and deliver materials.
- Must be able to lift up to 50 lbs. frequently and up to 75 lbs. occasionally with assistance.
- Must be able to function in temperature changes from -10 degrees up to 110 degrees above.
- Requires the ability to climb and work from ladders and to work 20 ft. in the air from a lift truck platform.

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- Must be able to bend and or reach above the head.
- Must be able to stand or walk for long periods of time.
- Must be mentally alert to the constant use of heavy equipment traffic.

We also offer the opportunity to participate in an excellent benefit package, which includes, medical, dental, life insurance, long term disability, profit sharing and a 401K plan with a match. Our wages are very competitive in the Denver, Colorado job market.