

Warehouse Operative

Job Description

- Provide warehousing operations support to the organization by picking and packing customer orders in a timely and efficient manner consistent with our customers high standards.
- Initiate and/or implement corrective action, as needed, in order to ensure that an excellent standard of service and a high level of customer order accuracy is maintained.
- Assist with effective cost controls by picking customer orders in strict accordance with FEFO principles.
- Help promote efficiency by ensuring excellent warehouse cleanliness standards are maintained daily.

PRIMARY JOB PURPOSE

- Performs the accurate and efficient picking and packing of customer subsistence orders according to Supervisor instruction.
- Offloading/loading of customer deliveries and inventory of goods in.
- Maintain high cleanliness standards throughout warehouses.
- Obtains Customer Order Pick Lists from Customer Service Team.
- Picks customers orders in accordance with Customer Service Team prioritization and specification. Utilizes Honeywell CT500 Mobile Device for system Picking.
- Stages and placards customer orders in accordance with PUI-SPV SOP's.
- Perform required action for response to customer service team requests for customer order changes, including the reduction of items or shelf life management.
- Ensure and provide quality service to both internal and external customers.
- Access warehouse workstation for placard/label printing.
- Utilize MHE to assist with order loading and warehouse replenishment.
- Assist other departments with tasks as needed by Department Leads.