

# **Shipping Dock Hand**

604 Goff Industrial Park Road

Arkansas City, KS 67005

Creekstone is offering up these tempting opportunities for those in the market for a new and exciting career!

### **Job Description:**

The Dock Hand must be able to accurately fill orders and follow directions throughout the shift. This individual is expected to work closely with the Shipping team using a continuous improvement mentality and will work to perpetuate a "Creekstone Proud" culture through attitude and actions.

### **Essential Functions:**

- Loading and unloading trailers.
- Scanning product from inventory to the sales order.
- Fill out the trailer load out report. Take clear visible pictures of the pallets in the loading process.
- Check and maintain equipment.
- Clean the warehouse.
- Rework damaged boxes.
- Maintain organization on the dock with orders staged in the area.
- Other duties as assigned by the supervisor.

### **Knowledge, Skills, and Abilities:**

· Basic math skills are required

- Exposure to extreme cold (0-10 degrees) for short intervals of time throughout the entire shift
- Ability to present ideas, concepts, issues, concerns, and questions in a well thought out, positive, and professional manner
- Reliable in all forms of communication
- Strong organizational skills
- Must be able to function well on a team
- Must possess a keen attention to detail

### **Physical Requirements:**

- Standing for 8 or more hours per day
- Effective communication both written and verbal
- Working with minimal direct supervision
- Lifting: 0 100#
- Environment: Cold Environment: Wet Floors
- Ability to accurately complete documentation consistently
- Ability to effectively communicate

## **Application Process:**

Go to <a href="https://www.creekstonecareers.com/careers">https://www.creekstonecareers.com/careers</a>

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