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Parts Room Clerk – 2nd Shift

Employer

KanPak
1016 S Summit St,
Arkansas City, KS 67005
620-442-6820

Job Description

KanPak®, a golden state foods company, is a global leader in the development and manufacturing of the very best beverage, yogurt and dessert solutions. Aseptic technology is at the heart of many products we create, allowing all KanPak® products to ship and store without refrigeration for up to 12 months, but it's our state-of-the-art beverage manufacturing capabilities and exceptional customer service that really set us apart from competitors.

Coffee beverages, creamers, yogurt, frozen desserts, and specialty beverages – no matter what kind of product you're looking for, we can deliver. Our aseptic processing and packaging makes our solutions more convenient, efficient and environmentally friendly.

We are seeking an energetic, skilled Parts Inventory Clerk for openings in our facility in Ark City, KS.

Shift: 2nd Shift

Hours: 2:00 p.m. – 10:00 p.m.

Pay: \$15.30 - \$16.30 / hour starting pay rate

JOB DUTIES:

- Check incoming parts into inventory and update inventory counts
- Create new stock locations
- Update parts data in our inventory system to reflect current supplier, manufacturer, Stock location and financial information
- Keep the parts room clean and orderly
- Receive UPS & FedEx in, deliver packages
- Check out parts, make work orders

- Complete work orders

EDUCATION & EXPERIENCE:

- High School / GED required
- Experience in database management preferred
- Previous experience with Inventory management preferred
- Technical knowledge of basic equipment components

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this Job, the employee is regularly required to sit and talk or hear. The employee is frequently required to stand and walk. The employee is occasionally required to use hands to finger, handle, or feel; reach with hands and arms and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

KanPak, LLC encourages diversity in the workplace; we are an Equal Opportunity Employer. Minority/Female/Sexual Orientation/Gender Identity/Disability/Veteran

Applicants only; No Recruiters please.

Application Instructions: [Here](#)