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## Inventory Control Specialist

### Employer

Western Industries Plastic Products LLC  
22829 Smyer Rd,  
Winfield, KS 67156  
620-221-9464

### Job Description

**Job Location:** Winfield

**Position Type:** Full Time

**Classification:** Hourly

#### **Summary/Objective:**

The Packout Support role serves as a vital link between departments, ensuring smooth production operations by providing raw materials, verifying product counts, packaging, labeling, and removing finished products safely. The incumbent prioritizes safety, quality, and waste reduction throughout all tasks.

#### **Essential Functions:**

- Safely operate a forklift to transport raw materials and finished products within the production floor.
- Utilize computer systems to access product requirements and customer specifications.
- Deliver supplies and fixtures promptly to machine cells.
- Provide matching racks to the production floor as needed for finished products.
- Maintain appropriate inventory levels of active items and fixtures in the warehouse.
- Remove finished products from production cells for storage or internal transport.
- Prepare machine cells for the next production run by clearing and organizing materials.
- Ensure all products are clearly labeled and stored to prevent damage.
- Wrap products requiring machine wrapping according to customer specifications.
- Organize and maintain the pallet pad for accessibility and safety.
- Communicate effectively with truck support regarding required trailers and their movement.

#### **Competencies:**

- Strong analytical skills and systematic problem-solving approach.

- Proficient in reading, writing, and performing basic mathematical calculations.
- Ability to thrive in a fast-paced environment while multitasking effectively.
- Aptitude for following written and verbal instructions accurately.
- Knowledge of workplace safety procedures and warehouse processes.
- Ability to work well both independently and as part of a team with minimal supervision.

### **Supervisory Responsibility**

- This position has no direct supervisory responsibilities.

### **Work Environment**

- This position is performed in a non-climate-controlled setting that experiences extreme heat or cold on the production floor with frequent exposure to loud noises from heavy machinery, plastic molding, or assembly environment, requiring ear protection. The production equipment may have exposure to hazardous materials.

### **Physical Demands**

- Standing, walking, bending, stooping for long periods of time, grip/grasping, twisting, reaching above head, climbing stairs, lifting and carrying 0-75 pounds, use of hand tools and/or power tools, and other industrial equipment; Able to work in a manufacturing environment with extreme heat up to 120 degrees; Wear necessary Personal Protective Equipment (PPE)

### **Position Type/Expected Hours of Work**

- This is a full-time position in the Production and/or pack out departments, which operate on 8hour shifts.
- This Production department may be subject to voluntary or mandatory overtime and required to work holidays and off weekends. The schedule is subject to change at any time based on production needs.

### **Required Experience**

- High School Diploma is preferred
- 2 years or more of previous manufacturing experience is preferred
- Must have a minimum of 1 year of forklift experience

### **Additional Education and Experience**

- Ability to be forklift certified

### **Work Authorization/ Security Clearance**

- Must be legally authorized to work in the United States.

### **Advancement Opportunities**

- This position will provide a pathway for advancement within the Production department, as well as other departments at Western Industries.

**EEO Statement**

Western Industries Plastic Products, LLC provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Application Instructions:** Can come apply in person at 22167 C Street Winfield KS 67156

