



Warehouse Operative(SYS-18353)

Published Role Title	Warehouse Operative
Location	Hanover, Pennsylvania
Salary & Benefits	Non-Exempt - Full Time with Benefits

Job Advert Description

The purpose of an Operative is to fulfil the daily inbound / picking / value added services / returns / rework / packing / sorting and shipping activities as required to ensure the correct product gets to the correct customer at the correct time and in excellent condition.

1. Intake of stock, unloading containers either directly onto the boom conveyor, skids, or offloaded to other areas. Take ownership for identification and rework of non-conformance of cartons ensuring all inbound cartons are compatible with material handling equipment specifications.
2. Picking orders following Standard Work Instructions.
3. Packing orders following Standard Work Instructions. Ensure accuracy of customer orders by completion of audit process, as well as a VAS (Value Added Service) and resolve inaccuracies identified.
4. Decanting/Rework – following Standard Work Instructions.
5. Shrink/stretch wrapping, carton packing and labelling. Including visual inspection of the accuracy of the final despatch pack, and correction and escalation of errors to Area Manager or Lead.
6. Consolidating and / or sorting orders, ensuring compliance with customer's packing specifications.
7. Dispatching of goods via loading of containers or other third-party carriers. Undertake final quality inspection of goods ready for dispatch.
8. Returned goods processing. Including undertaking Inventory cycle count to maintain accuracy of stock records.
9. Operation of material handling equipment to OSHA and company acceptable 6S/H&S standard.
10. Continuous Improvement – Active engagement in idea generation, root cause analysis, simple problem solving and involvement as a team member in Kaizen events driving waste reduction and sustainable continuous improvement.

To complete any relevant documentation accurately and to a high standard within agreed timelines associated with above tasks.

There is a 40 lb lifting requirement and frequent standing, bending, reaching and walking.