



Warehouse Supply Chain Associate  
Location: Mason, Michigan, United States

### What We Offer

- Medical, dental & vision insurance - no waiting period
- Annual HSA company contributions
- Company paid basic life insurance, short-term and long-term disability coverage
- 401k program with company match
- Paid holidays (12), sick time, paid time off, charity paid time off

### General Duties

- Moving, stocking, receiving and inventory for Holt Rd. Warehouse
- Work with sites to schedule shipping/freight needs for remote locations
- Work with suppliers to facilitate repair/replacement of critical spares
- Work with suppliers to return cores in a timely manner
- Support with the core return process
- Assist in maintaining inventory data in ERP system
- Conduct routine inventory counts as determined by management
- Coordinate all outgoing shipments from warehouse and support overall shipping needs of the business
- Support with loading, unloading and receiving when necessary
- Ship required inventory parts to site as determined by management
- Maintain a clean and organized warehouse
- Assist in projects as defined by management

### Qualifications

- High School Diploma required. Associate's degree preferred.
- 3-5 years of warehouse experience
- Ability to solve complex issues and problems
- Excellent written and verbal communication skills
- Ability to work independently
- Excellent organization skills
- Excellent interpersonal and phone skills
- Demonstrated understanding of the concept of customer service in a procurement environment particularly as it applies to EDL
- Experience shipping internationally
- Experience with equipment used in gas fuelled electrical generation, preferred