



Shipping and Receiving Position

Job Type: Full time Monday thru Friday 7:30am-4pm with occasional overtime

Location: St. Cloud, Minnesota

Geringhoff LLC, is a full-line manufacturer of world-class harvesting heads, made to meet every challenge, in all different crop types.

Position Summary:

The Shipping and Receiving position consist of loading and unloading of agriculture equipment, preparation of incoming and outgoing shipments, processing of shipping and receiving documents. This position is also responsible for monitoring incoming goods.

Job Requirements:

- Supports the shipment process of goods produced and the received goods and supplies to be used in storage for our sales to our customer base.
- Unpack and examine of incoming shipments, check for damaged items or shipment shortages.
- Verify and record incoming shipments or materials.
- Maintain inventory of shipments.
- Reports defective materials or questionable conditions to department supervisor.
- Required periodic assembly of shipments and materials.
- Load and unload trucks and containers using forklifts and front end loaders.
- Follow all department objectives, standards, or directions, follow all quality and safety procedures.
- Maintain a clean and organized work area with an emphasis on safety, quality, and efficiency.
- Other duties assigned by supervisor, responsibilities may change.

Qualifications:

- High School diploma or equivalent is required.
- At least 2 years of shipping and receiving experience.
- Must have valid MN driver's license.
- Ability to use forklifts, front end loaders, and pallet jacks.
- Ability to use hand and power tools.
- Desire to work in a faced paced, team oriented environment.

- Ability to follow both written and verbal directions and written and verbal communication skills.
- Ability to work well with others and be a team player
- Attention to detail.
- Basic computer skills.
- Superior attendance is required.



Geringhoff offers great Benefits:

- Medical, Dental and Vision Insurance with HSA/with employer contribution
- 401k/with company match
- Short-term disability
- Paid time off
- 9 Paid Holidays
- Uniforms
- Safety shoe & eyewear reimbursement

If interested, please apply at Geringhoff.com and attach your resume or stop by our manufacturing facility right here in St. Cloud and fill out an application and leave a resume. 3405 Energy Drive St. Cloud, MN

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