flawless event rentals ™



# **Warehouse Specialist**

## **Position Summary:**

We're seeking friendly, positive, and diligent individuals to join our Warehouse. As a Warehouse Specialist, you'll play a pivotal role in maintaining impeccable cleanliness and sanitation standards for our inventory, ensuring our clients consistently receive high-end quality products and service. This position involves a lot of variety; no two days are alike!

## **Essential Duties and Responsibilities:**

- Perform quality control inspections, clean and maintain our inventory, encompassing dishware, glassware, tableware, furniture, linens, tents, cooking and catering equipment, and beyond.
- Utilize both machine-based and manual cleaning methods to uphold company standards for cleanliness and quality.
- Meet production standards set by management.
- Foster a collaborative team environment, promoting cooperation and teamwork.
- Operate washing equipment with care and precision to achieve thorough cleanliness.
- Assist clients with loading and unloading rental equipment into/out of their vehicles safely and efficiently.
- Fill propane tanks for clients.
- Wash/dry tents and tent equipment.
- Go on the road occasionally with the delivery/pickup crews to assist with timely and professional delivery, setup, and breakdown of our equipment at different venues, generally within a 50-mile radius of our store.
- Assist with the cleaning and maintenance of rental equipment, warehouse/grounds, and delivery vehicles as needed.
- Ensure we have adequate quantities of all supplies on hand, such as cleaning supplies/chemicals, toilet paper, paper towels, light bulbs, etc.
- Utilize various moving equipment such as carts, dollies, and pallet jacks to transport products.
- Organize and pack equipment/items according to company standards.
- Uphold and embody the company's Core Values: Consistency, Adaptability, Reliability, and Teamwork (CART).
- Perform additional duties as required.

#### **Work Conditions:**

- Most work is performed in a warehouse setting, in which some work areas may not be heated or airconditioned.
- Hot and cold extremes may be experienced in the warehouse.
- Outdoor exposure will occur during the workday.
- Prioritize safety when operating potentially hazardous equipment, with appropriate safety measures in place.
- Handle all chemicals with care.
- Expect physical demands including bending, lifting, and repetitive movements.



• Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

## Schedule & Pay:

- Monday Friday and weekends as needed.
- Shift time 8:30AM–5:00PM, with potential for overtime during our peak season.
- Schedule is posted weekly.
- Pay \$17 an hour.

### Benefits/Perks:

- Medical, dental, vision, and 401k after 60 days.
- Enjoy team member rental discounts and participate in our referral program.
- 96 hours of PTO annually (prorated the first year based on hire date/month).

## **Qualifications and Requirements:**

- Must be at least 16 years old.
- Proficiency in the English language (both written and verbal) is required.
- Basic math skills, including fractions, percentages, and ratios.
- Ability to multitask, prioritize, and thrive in a fast-paced environment.
- Proficient in interpreting various forms of instruction.
- Ability to meet the physical demands of the job standing and lifting up to 12 hours a day in a warehouse environment.
- Regularly and repeatedly lift and/or move up to 50 pounds, occasionally lift and/or move up to 75 pounds.
- Willingness to be cross-trained in other departments.
- Must complete a 5-minute Behavioral Assessment through the Predictive Index.
- Must pass a company background check and drug screen.