Company: TSC Apparel

Position: Warehouse Employment Opportunity

Job Description:

This position receives/unloads product and distributes product, pulls orders, packs orders into shipping boxes and ships products, ensuring accuracy and timeliness of all job functions. The position hours are full-time and part-time and range from 8AM-close.

**TSC will be flexible with class schedules**

Responsibilities:

1. Assist shipping and receiving unloading trucks, checking in product, matching purchase orders to sales orders and distributing to associates for processing.
2. Read customer orders, work orders, shipping orders or requisitions to determine items to be moved, gathered or distributed and/or shipped.
3. Checking orders for accuracy.
4. Move materials and items from receiving or storage areas to shipping or to other designated areas.
5. Sort and place materials or items on racks, shelves or in bins according to predetermined sequence such as size, type, style, and color or product code.
6. File requisitions, work orders or requests for materials, tools or other stock items and distribute items to shipping or to designated route driver storage area.
7. Ensure warehouse is accessible and safe for salespeople and customer traffic.
8. Assemble customer orders from stock and place orders on pallets or shelves, or relocate orders to a holding area or shipping department.

Shift/Days: M-F, 8:00am-close. (part time positions- will work with class schedules)

If interested in opportunity, please email lindseyh@tscapparel.com or stop by our warehouse location and apply directly. 12080 Mosteller Rd. Cincinnati OH 45241.