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Packager, Level 1

Job Overview:

Packager Level 1 is responsible for preparing parts and assemblies for shipping. Tasks include wrapping, boxing, labeling, and counting items based on shipping orders.

Essential Duties:

- Follow packing instructions and processes.
- Verify part description to part check sheet.
- Count and verify item quantities.
- Apply protective wrap, foam, or other materials.
- Label boxes and complete checklists.
- Build skids and supports for packaging.
- Maintain cleanliness of packing area.
- Keep accurate log of progress.

Qualifications & Requirements:

- High School Diploma or equivalent
- Forklift Certification

Preferred Skills

- Excellent Interpersonal and Communication Skills.

Experience Required

- 1+ years' experience in palletizing and packaging.

Required Competencies

- Punctual
- Attention to detail
- Ability to follow instructions
- Good communication skills
- Team work
- Adaptability
- Safety oriented.
- Reliability
- Flexibility