



WAREHOUSE/SUPPORT TECHNICIAN

JOB SUMMARY

Works as part of a team to ensure timely delivery of products to customers on specific regional routes in Pennsylvania and some surrounding states; renewing orders prior to delivery; loading and unloading trucks; and pumping product into tanks. Interacts with customers, providing exceptional customer service. This position is full-time nonexempt and eligible for overtime.

DUTIES & RESPONSIBILITIES

- Delivers orders to customer sites as scheduled.
- Packages, handles, and transfers water treatment products in accordance with company standards.
- Delivers items to requisitioning departments and obtains authorized signatures for accepted items.
- Responsible for accurate documentation.
- Operates heavy machinery such as forklifts and drive company vehicles.
- Operates powered equipment and hand tools as needed.
- Maintains communication with team members and supervisor.
- When not out on delivery, this position may perform various warehouse work related to the packaging, handling, and transferring of water treatment products.
- Stocks vendor deliveries in warehouse or supply room.
- Assists in inventory cycle and annual counts.
- Performs preventive maintenance as needed.
- Assists with monthly inspections of facility.
- Maintains a clean work environment.
- Provides outstanding service to all customers; fosters teamwork; and practices fiscal responsibility through improvement and innovation.
- Participates in educational programs and in-service meetings.
- Performs other duties as necessary or assigned.

REQUIRED SKILLS & ABILITIES

- Ability to maneuver up to 750 pound drums (sliding or tilting).
- Lift/carry up to 100 pounds.
- Ability to operate a forklift.
- Must possess a valid PA driver's license and have/maintain a good driving record.
- Must have or obtain a CDL and Hazmat endorsement within 180 days of hire. Training provided as needed.

EDUCATION & EXPERIENCE

- High school diploma or GED. A combination of formal education, training, and experience may be considered.
- Prior delivery and warehouse experience preferred, but not required.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT/WORK LOCATION

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to drive a vehicle; stand; walk; sit; use hands; push/pull with hands and arms; climb or balance; stoop, kneel, crouch or crawl; talk or hear; and feel or smell.
- The employee may need the ability to maneuver or lift up to 100 pounds.
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to see color.
- Regular exposure may occur to odorous, toxic chemicals; hazards of steam and heat conditions are possible; and outdoor weather conditions may occur. May work near moving mechanical parts or machinery.
- This position may require a mandatory vaccination(s) to perform the essential functions of the job and in order to be compliant with customers or businesses with this mandate.
- This position is required to work on-site when not out on delivery and is not a full-time remote position.