

Materials Handler

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$35.63 to \$41.25 hourly
Employment status: Contract / Temporary to Hire

Description

Warehouse Associate/Material Handler - Temp to hire contract role in Fremont

The Warehouse Associate/Material Handler will assist a team of scientists and engineers who are building, testing, and operating experimental equipment and facilities for clean energy research. The primary focus of this position will be to receive, store, and issue materials, supplies, equipment, and other items from our shipping and receiving warehouse to our team members. Additionally, this role will provide additional onsite support to the Facility and Operations Managers. The ideal candidate will be willing to tackle any task needed to make things work and to take the initiative in finding better ways to get our projects done.

This role requires the candidate be onsite every day. No remote work will be allowed.

Essential Duties and Responsibilities

- Pack and unpack items to be stocked on shelves in stockrooms, warehouses, or storage yards.
- Store items in an orderly and accessible manner in warehouses, laboratories, supply rooms, or other areas.
- Examine and inspect stock items for wear or defects, reporting any damage to supervisors.
- Receive and confirm we did received items per shipping labels.
- Record receiving data manually or using computer.
- Mark stock items using identification tags, stamps, electric marking tools, or other labeling equipment.
- Verify inventory computations by comparing them to physical counts of stock and investigate discrepancies or adjust errors.
- Issue or distribute materials, products, parts, and supplies to coworkers, based on information from incoming requisitions.
- Dispose of damaged or defective items or return them to vendors.
- Clean and maintain supplies, tools, equipment, and storage areas to ensure compliance with safety regulations.
- Recommend disposal of excess, defective, or obsolete stock.
- Provide onsite support to Operations Manager & Facility Manager.
- Work closely and assist contractors with facility upgrades and maintenance.

Requirements

Data Entry, Power Tool experience, Warehouse organization, driving company van, assist with a variety of projects and repairs

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