

**Seasonal Operations Associate**

**Shipping / Warehouse – Second Shift 2:40pm – 11:10pm**

**Seed Packing – Second Shift 2:40pm – 11:10pm**

**Sunday through Thursday or Monday through Friday**

**Part Time also available with a minimum of 3 days including Sunday.**

**Position Summary**

Johnny's is currently seeking Seasonal Operations Associates for our Warehouse and Shipping departments. This position is responsible for handling bulk seed products, kitting, large accessory, receiving, in preparation for distribution. The ideal candidate is self-motivated and has excellent organizational skills. This position is for second shift hours. This is a seasonal business and hours will vary during our busy season as well as the offseason.  Second shift hours are required as business dictates.

**Responsibilities**

**Shipping & Warehouse Function May Include:**

* Processing commercial bulk seed orders (50-70 lbs.).
* Locating incoming material in various stockrooms.
* Locating material within Johnny's inventory systems.
* Restacking of material, shrink-wrapping, and identification.
* Assisting the receiver as needed with sampling, labeling, or receiving.
* Assisting cycle counters as needed with locating and weighing.
* Working per established work instructions and safety guidelines.
* Ability to operate Forklift (will certify)
* Cross Train in all aspects of warehouse duties
* Conducting, as necessary, any search to locate products lost within the system or locations.
* Additional responsibilities and tasks as required by the position.

**Shipping Functions May Include:**

* Assist in daily order shipments; by gathering, checking, packing, shipping, stocking and other duties as needed
* Assist in maintaining a balanced work area by setting a quick/accurate pace
* Communicate problems or shortages to your Supervisor or Shipping Lead
* Maintain a clean and safe work environment
* Other tasks and responsibilities as needed or assigned

**Education**

* High school diploma or GED required.

**Qualifications & Skills**

* Must be punctual and dependable.
* Ability to perform simple mathematical functions.
* Accuracy and attention to detail is required.
* Ability to operate pallet jacks.
* Ability to work unsupervised as well as with a team.
* Working in a safe and effective manner is required.
* Able to maintain a positive work atmosphere by acting and communicating in a positive and professional manner with internal and external customers.
* Ability to respect the core values of the company and comply with the company's policies and procedures.
* Ability to work and thrive in a fast-paced production environment.
* Be available for both weekend hours (Sunday) and overtime.
* Team focused and collaborative to achieve departmental and company goals

**Physical Requirements**

* Ability to read, communicate, and work with numbers.
* Ability to bend, pull, push, and lift to 70 lbs. repetitively.
* Ability to climb stationary ladders.

**Seasonal Operations Associate – Seed Packing – Second Shift**

Johnny’s Selected Seeds has an immediate opening for **Seasonal Operations Associates-Seed Packing.** This position plays a critical role in maintaining accuracy and prompt reporting of inventory control. The ideal candidate for this role will ensure that work is performed efficiently and take the initiative that all seed pack jobs are done accurately and timely. This position may work in any of the Operational functions based on business needs.

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| **Job Requirements** |
| Seed Packing Functions may include:* Pack seed into commercial and consumer sizes using various hand or mechanical means available
* Basic computer skills are required.
* Comfortable working in a repetitive processes environment
* Ability to follow processes and detailed instructions
* Familiar with conversions of oz/lb into grams
* Able to work Monday thru Friday (occasional Saturday)

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| **Education Requirements** |
| * High School degree or equivalent
* Be available for both weekend hours and overtime
* Must be punctual and dependable
* Accuracy and attention to detail is required
* Can work independently as well as part of a team
* Must be able to work in a safe and effective manner
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| **Benefits** |
| Johnny's offers a great working environment. These positions are seasonal and will end in May (Varies based on workload). If you are looking for work to keep you busy during our long winter months, Johnny’s is the place to be! All seasonal employees who qualify, will be eligible for a”Stay-on” bonus at the end of the busy season!*All applicants must apply online* Johnny’s Selected Seeds is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.\*\*Offer is contingent on successfully passing a background screen\*\* |

Benefits:

Stay on Bonus

Product Discount

Effective immediately, any employee that makes a referral to hire a friend or family member becomes eligible for a $150 bonus after 30 days of continued employment by the new hire. The referral is key, and the applicant needs to pass the pre-employment requirements of working at JSS. The referral relationship will be confirmed by Human Resources through the application and interview process to avoid any confusion about who is responsible for the referral.

Additionally, after 60 days of continued employment, the new hire is eligible for a $150 bonus thereby thanking them for the partnership that was responsible for the ability to hire on good staff.

**Johnny’s Selected Seeds** was established in 1973 by our Founder and Chairman, Rob Johnston, Jr. Today we are *100% Employee Owned*. Johnny’s mission is *Helping families, friends, and communities to feed one another by providing superior seeds, tools, information, and service*.

Johnny’s is renowned for our exceptional customer service offering seeds, tools, supplies and information to direct-market growers and avid home gardeners. We source, breed, trial, and sell outstanding selected varieties of vegetables, cut flowers, herbs, and farm seed, as well as thoughtfully designed tools and equipment. We take pride in the wealth of information and depth of experience we offer our customer base, nationwide and globally.

We are a strong, stable company focused on growth while still maintaining our small company feel and staying true to our roots. Beautiful Central Maine, where our research farm, warehouse, and offices are located, is the perfect launching point for an active, four season life style. Geographically situated halfway between Maine’s mountains and its 4500-mile-long coastline, we’re a short drive away from resorts, parks, and harbors renowned for a rich diversity of recreational and cultural opportunities.

**If you are passionate about good, healthy food and would choose to work for a company with employee owners (Ft) who are passionate about our mission and values, Johnny’s may be the place for you!**