

**Seasonal Operations Associate**

**Shipping / Warehouse - Dayshift 6am-2:30pm**

**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 day shift hours. This is a seasonal business and hours will vary during our busy season as well as the offseason.  Day 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.

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.