# **Position: Stocker and Order Filler**

### General Requirements

- Proven work experience as an Order Filler or similar role
- Ability to lift heavy objects and stand on your feet for extended periods of time
- Operate computer systems to update the inventory management system as needed
- Operate industrial equipment

## Target Responsibilities:

- Collecting order notes to fulfill deliveries
- · Receive orders and merchandise
- Update inventory counts
- Sort and stock shelves with new orders
- Operating equipment as forklift, order picker and pallet jack
- Selecting ordered items from storage shelves or rooms using barcodes and serial numbers
- Securely shrink-wrapping items before packing them in envelopes or boxes

## Daily Duties and Responsibilities:

- Operate handling equipment according to industrial safety regulations
- · Load and unload delivery vehicles as needed
- Update stock inventory after each item is retrieved
- Manage stock control, including item replenishment and storage
- Perform general warehouse duties as necessary

### Location:

511 Union West Blvd. Stallings, NC 28104

### Send Resume to:

• josua@iss-go.com

### Contact Information:

(704) 893-2878

### **Our Values**

### Leadership

At ISS, our customers always receive the quality and service that one would expect from a leader. Our company is in a state of constant evolvement as the needs of our customers and the state of the market is perpetually shifting. By working with us and shopping our store, our customers can rest easy knowing that they are getting the latest developments in the industry. By staying focused on being a leader of the industry, we only hire the best. Our sales representatives are extremely knowledgeable and ready to assist customers over the phone or in person.

## **Customer Relations**

Our utmost priority is customer satisfaction. The customer is important to us, so they can expect us to go the extra mile for them and/or their business. Our superior customer service is the hallmark of Interstate Supplies and Services. We pride ourselves on partnering with our customers to ensure an awesome in-store or over-the-phone experience.

Our friendly and professional staff is always willing to work with the customer to achieve the best possible outcome. It does not matter if they are looking to get some blades sharpened or to buy a whole new mower, they will be treated equally.

#### Teamwork

Our store could not function without good teamwork from every employee. Many times throughout a day, a call will come in or a customer will walk through the door that requires multiple employees' attention. We rely on good communication and transparency between our employees.

Teamwork goes beyond working well with your fellow employees and extends to our customer base. We understand that every person walks in here with a different goal in mind and it is our job to help them reach that goal. We partner with the customers and include them as part of our team to ensure we tailor the experience of each customer.

#### **EEO Disclosure Statement:**

Interstate Supplies & Services is an equal opportunity employer. In accordance with anti-discrimination law, it is the purpose of this policy to effectuate these principles and mandates. Interstate Supplies & Services prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. Interstate Supplies & Services conforms to the spirit as well as to the letter of all applicable laws and regulations.