

At Avantik, our mission is to exceed our customers' expectations as their most reliable, innovative, and trusted lab resource. We achieve this by partnering with customers to solve their most pressing day-to-day challenges and always holding ourselves to a higher standard of product quality, exceptional service, and unmatched support.

Summary/objective

The Warehouse Associate is responsible for shipping, receiving, scrap removal, recycling, material handling, and forklift operation; Pickup and load finished outgoing goods onto trailers; Complete shipping documentation; Schedule pickups Confirm orders in an integrated computer system; Receive and verify incoming loads against packing slips. By exercising control over these areas, the Warehouse Associate can continuously improve both customer satisfaction and the profitability of the company.

Essential functions

- Pick, pack, transfer, check, process materials and supplies. Create shipping labels, packing slips and BOLs. Process all source documents pertaining to picking up and shipping of material.
- Operate material handling equipment, unpack, count, sort, mark, and place materials received in storage. Process all source documents pertaining to receiving material.
- Load and unload trucks, vans, containers, and trailers.
- Operate material handling equipment including forklift to retrieve and transport material and equipment. Enter new bin locations and update inventory records for parts put away, label and stock new bins as needed.
- Perform physical inventories and count checks.
- General maintenance of warehouse – i.e., sweeping, organization, tidying, garbage removal.
- Assembly of various kits.
- Review stock of shipping supplies w/warehouse manager and order as needed.
- Perform other duties as assigned.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Education/Experience Required:

- High School Diploma.

- Haz-mat materials training within 90 days of employment.
- Previous experience in a warehouse.
- Forklift training (Preferred)
- Proficiency in basic mathematical skills such as counting, calculating quantities, and conducting inventory checks.
- Knowledge of computer skills, such as data entry and using inventory management systems
- Ability to prioritize tasks, meet deadlines, and work efficiently in a fast-paced environment.
- Ability to work flexible shifts including evenings, weekends, and holidays,
- This job involves stooping, kneeling, crouching, bending, reaching, climbing, standing, walking, pushing, pulling, lifting, grasping, talking, and hearing.
- •Person must be able to lift to 50 lbs.
- •Work is primarily performed inside a warehouse, with a lot of standing and moving around.

Avantik is an integrated medical products and services company delivering superior quality instruments, reagents, consumables, and service to the anatomic pathology market consisting of hospital, reference, and physician office laboratories in the US. The company is headquartered in Montville Township, NJ.

Avantik's experienced team and consultative partner approach integrates consumables, service, equipment, and education so that labs focus on what matters most - having everything under control in their laboratory to deliver fast and accurate diagnoses. Avantik offers a full line of consumables and reagents for the histology lab sourced and private label Avantik branded and by distribution of other brands. Avantik has serviced all brands of OEM histology lab equipment for over 40 years and offers best-in-class responsiveness and an industry leading 97% first time fix-rate.

Avantik offers a team orientated, customer service focused environment with competitive compensation, bonus programs, medical (company covers 85% of the cost), dental and vision insurance, 401K (with a match) and more.

Learn more at www.avantik-us.com

Avantik is an Equal Opportunity Employer.