

RECRUITMENT

Monroe Staffing Bloomfield, CT

➤ Warehouse Worker

JO # 238855



Thursday, September 12th 2019
1:00 PM – 3:00 PM
AMERICAN JOB CENTER – NEW BRITAIN
260 LAFAYETTE STREET, NEW BRITAIN, CT 06082

JOB INFORMATION AND REQUIREMENTS

Warehouse Worker (1st, 2nd, 3rd Shifts): Track outgoing and incoming shipments. Material recording clerks track product information in order to keep businesses and supply chains on schedule. They ensure proper scheduling, recordkeeping, and inventory control. Duties Material recording clerks typically do the following: * Keep records of items shipped, received, or transferred to another location * Compile reports on various aspects of changes in production or inventory * Find, sort, or move goods between different parts of the business. * Check inventory records for accuracy Material recording clerks use computers, tablets, or hand-held devices to keep track of inventory. Sensors and tags enable these computers to automatically detect when and where products are moved, allowing clerks to keep updated reports without manually counting items. The following are examples of types of material recording clerks: Production, planning, and expediting clerks manage the flow of information, work, and materials within or among offices in a business. **Go to CTHires.com for more info.**

INTERVIEW PREPARATION INSTRUCTIONS

Must be at least 18 years of age	Must Bring Resume/Outline of Work Experience
Position is accessible through public transportation	Must be able to pass a drug test, if applicable

For more information visit www.CTHires.com. Click on **Find a Job**, then the **Job Number Search** tab. Enter the Job Order Number then click **Search**.

If you are interested in attending this recruitment event, you must be a registered user of CTHires to participate in this event. If you are not registered, please visit www.CTHires.com to register as an Individual prior to the event.

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