

## Warehouse Associate

Medgyn Products, a medical device producer and distributor, is seeking a detail-oriented Warehouse Associate member to join our team. We are located in Westmont, Illinois. The hours are Monday-Friday, 8:30 a.m. to 5:00 p.m. This is a full-time position.

### RESPONSIBILITIES:

- Unpacking incoming inventory
- Stocking Inventory onto shelves
- Picking inventory for shipment to customers
- Packing inventory for shipments to customers
- Labeling of inventory and items being shipped
- Performing inventory cycle counts
- Obtaining quotes for international shipments
- Processing shipments using FedEx, UPS, DHL, USPS, and other systems for both domestic and international orders
- All other duties as assigned

### QUALIFICATIONS:

- Shipping/Manufacturing experience
- You must be able to lift a minimum of 50 lbs. without assistance.
- High School Diploma
- Ability to read English
- Basic Computer Knowledge

Thank you for your interest in a MedGyn Products, Inc career opportunity. We are a committed and talented team of professionals interested in consistently providing top of the line products and services meeting the needs of our loyal customers for 40 years!

Job Type: Full-time

Benefits:

- 401(k)
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Vision insurance

Schedule:

- 8 hour shift
- Monday to Friday

Work Location: In person