

Superior Exposition: Warehouse Associate

Overview:

This position is under the supervision of the Warehouse Manager, employee will perform day-to-day tasks related to loading/unloading trailers, restocking inventory and performing general maintenance and tasks in a warehouse environment.

Hours:

As scheduled by Warehouse Manager

General Position Outline and Responsibilities:

- Loads and unloads trailers for show site.
- Maintains and repairs equipment, as needed, (i.e., lights, crates, forklifts, pallet jacks, electric scooters, etc.)
- Assists in the maintenance of department materials and equipment.
- Operate sit-down forklifts & electric pallet jacks, as needed.
- Maintains a clean and safe working area.
- Support Exhibit Pre-building with assembly of structure
- Support Company safety processes and standards
- Assists at show site with the installation and dismantling of booths, as required.
- Assists the Drape Department with the stringing of drape.
- Assists in the paint, graphics, and flex areas, as required.
- Assists in transporting equipment to show site, as required.
- Maintains inventory of all equipment and materials.

Work Environment:

- Work may involve repetitive motion (i.e. constant keying, using fingers, or grasping of objects, lifting up to 50 lbs – 75 lbs bending, standing for long periods).
- Work is performed in a somewhat crowded or noisy area where there may be mild discomfort due to temperature, dust or other conditions.
- Work involves constant exertion of physical effort (i.e. long periods of standing, climbing, stooping, kneeling, crouching, reaching, pushing, pulling, lifting)
- Flexibility with work schedule (required to change shifts and work days as business needs dictate)
- Flexibility with work hours (must be able to work overtime as business needs dictate)
- Ability to work under pressure
- Some travel required within Texas which may require employee driving to other work locations (IRS Mileage reimbursed)
- Shop environment