

Shipping/Receiving Assistant

Felker Bros. Corp. is currently accepting applications with resume for the Shipping /Receiving Assistant at our Glasgow, KY Facility. This position requires assisting in the daily operations of the Shipping Receiving Department. This position will be responsible for inventory transactions, cycle counts, inventory reconciliation, receiving incoming materials, and assisting with the processing of customer shipments.

Applicant must have a minimum of 2 years' experience in shipping/receiving office or equivalent. Possess excellent computer skills to include Microsoft office, mainframe computer system and have experience with inventory processing and network software in an industrial environment. Applicants must have excellent communication skills, problem solving and decision-making skills. And a willingness to work within a team environment. A high school diploma or GED is required.

This position's normal working hours will be 8:30 a.m. to 5:00 p.m. Monday thru Friday.

We offer a competitive wage and benefit package, to include health, dental, life and disability insurance, paid holidays, vacation and retirement contributions.

Interested candidates may apply by submitting an application with resume to:

Felker Brothers Corporation

Attn: HR Dept.

125 Beaver Trail Rd.

Glasgow, KY 42141

An equal opportunity employer / drug screen required.

***Application available at www.felkerbrothers.com**