**Bulk Operations Specialist – Aurora, OR**

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

* Unloading and transferring of bulk materials to and from tankers, railcars and tanks in accordance with company rules and regulations.
* Verifies receiving and shipping paperwork and dual data entry into the database systems.
* Cross-train as a backup machine operator in production.
* Work with Quality Department representatives such as pulling a sampling of product and then send it in for analysis (quality assurance).
* Inventory in bulk warehouse and finished product warehouse – check daily counts, self-performed weekly counts and report discrepancies to Logistics Manager. This may include identifying root cause of discrepancies and correcting adjustments.
* Ensures adequate inventory of materials and products in accordance with inventory cycles and organizational philosophy.
* Communicates with other shift members, supervisors and other shifts to ensure accurate transfer of information and safe operation.
* Complete required documentation relating to business or regulatory requirements.
* Maintain a clean and organized work area to facilitate manufacturing functions.

**MINIMUM QUALIFICATIONS AND EXPERIENCE REQUIREMENTS**

* 3-5 years’ experience in warehouse, warehouse management, shipping receiving
* Experience working in a fast-paced manufacturing environment.
* Must be able to read and understand instructions in English.
* Ability to operate forklift and front loader.
* Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals

**LOCATION AND HOURS**

9400 St. Paul Hwy NE

Aurora, OR 97002

These positions are full-time, not exempt from overtime.

The scheduled shift for day shift position is: Monday through Friday, 6:00 a.m. – 4:00 p.m. Overtime and seasonal weekends are required.

**IN ORDER TO APPLY:**

Resumes must be submitted either through this website or via email ([jobs@marionag.com](mailto:jobs@marionag.com)). No phone calls, please.

**DATE POSTED**

January 31, 2022