

# **TURA Inc.**

Is accepting applications for

**POSITION: Order Processor**

**DEPARTMENT: 4027: Warehouse**

**FACILITY: Route 405 MUNCY**

## **JOB DESCRIPTION:**

- Pick all orders that print and pass their stations
- QC orders at the end of the line and report findings
- Stock inventory that has come back from Rework
- Perform pattern inventory
- Run stock searches
- Maintain a clean, safe, and orderly work area
- Assist in all other warehouse functions as assigned by management

## **REQUIREMENTS:**

- Must be able to read fine print
- Very detail oriented
- High School Diploma or equivalent
- Must be able to meet the requirements of the TURA LP attendance policy
- Must be self motivated and willing to learn
- Must have excellent organizational skills
- Must be able to prioritize and handle a multiple task workload
- Must be computer literate

## **WORK HOURS:**

8am to 4:30 pm  
Monday thru Friday

**Req: 2011-119**

**Date: 12/12/2011**

**TURA LP is an EEO and ADA employer**