

H I R I N G E V E N T

AmericanJobCenter
TENNESSEE

JOBS4TN.GOV



Event Time

Each Thursday through 2019

8:15 am-12:00pm

Location

American Job Center - Cleveland
3535 Adkisson Dr NW,
Technology Bldg. Suite 130-A
Cleveland, TN 37312

Register on Jobs4TN.gov for even more!

Positions:

Material Handler

Job Order #770964

Sequence products per customer specifications Use RF scanning equipment to verify sequencing information Operate hands tools, assembly equipment, basic office equipment Sort products for quality checking and defect containment Perform quality checks per company/customer specifications Ensure product...

Dock Clerk

Job Order #770963

Distribute, assign and complete warehouse management system tasks. Monitor required process completion standards to ensure on time delivery schedules Ensure all deliveries are dispatched promptly, accurately and with all necessary documentation. Accurately process paperwork, gather and verify data and transfer data into a standard format. Generate correspondence, respond to routine inquiries and perform a variety of clerical duties. Maintain various computerized reports, charts and graphs. Safely and efficiently operate material handling equipment (forklift) as needed. Perform housekeeping tasks such as sweeping and removing scrap, pallets, cardboard, etc. Perform all other duties as assigned. 1st and 2nd shift

American Job Center

Tennessee is not responsible for the participation of any advertised employers at our hiring and resource events.
We solicit their participation in good faith that they may attend but acknowledge that unexpected events occur, which may prevent their attendance.