

# Natural Skincare Production and Dispatch Assistant

## Information de l'annonceur

Nom: Sweet Cecily's  
Nom d'entreprise: Sweet Cecily's  
Téléphone: +441 65X XXXX  
Pays: États-Unis

## Détails de l'annonce

### Localisation

Pays: États-Unis  
État/Région/Province: Californie  
Ville: San Francisco  
Adresse: Sunset district

### Commun

Titre d'emploi: Natural Skincare Production and Dispatch Assistant  
Type d'emplois: Temps partiel  
Salaire: \$ 8  
Par: Heure

Description d'emploi:  
Sweet Cecily's are a family run business.

Having seen continued growth since starting out in 2011, they are planning for their busiest Christmas yet. They are looking for someone who is enthusiastic and up for a challenge to join the team in Whitby. The position will be a fixed term contract starting around the end of August (we are flexible) and ending on the 23rd December 2016.

### Key Duties:

Picking and packing orders  
Completing any associated paperwork  
Assisting with production of goods – this will include labeling products, shrink wrapping, weighing and filling items.

The ideal candidate would have the following:

a good eye for detail  
ability to pick orders accurately  
good labeling skills  
sense of pride in their work  
ability to work quickly and to set deadlines  
ability to complete paperwork and count stock items  
computer skills  
strong team work mentality

Shift Times: 42.5 hours per week (including paid breaks) Likely to include some evenings and weekends, so the successful applicant will need to have some flexibility.

Closing Date for applications: 29th July 2016

Start Date: End of August 2016 (some flexibility)

Contract end date: 23rd December 2016

### **Information additionnelle**

Expérience: Non requise

