

Natural Skincare Production and Dispatch Assistant

Informações vendedor

: Sweet Cecily's
Nome da Sweet Cecily's
Empresa:
Phone: +441 (65X) XXX-X
País: Estados Unidos
City:
Website:

Detalhes do anúncio

Localização

Country: Estados Unidos
State/Region/Province: Califórnia
Cidade: São Francisco
Address: Sunset district
Adicionado: há 3 semanas

Comum

Job Title: Natural Skincare Production and Dispatch Assistant
Tipo de Trabalho: Part Time
Salário: \$ 8
Por: Hora
Job Description:
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

Informação adicional

Experiência:

Não é necessário

