



# JOB POSTING FORM

Company Name: Manpower

Contact Person: Megan Marsh Title: Recruiter

Company Address: 2531 Technology Drive #302

Phone Number: 847.426.4300 Email Address: Megan.marsh@manpower.com

Job Title: Warehouse Associate (Crystal Lake, IL)

**Job Description:**

- Picking and packing product
- Use of RF Scanner to check in/out product
- Loading and unloading trucks
- Inventory management
- Receiving in product
- Sorting product coming in and out

Is a High School Diploma or GED **required**? Yes  No

Are Bi-Lingual skills helpful? Yes  No  If yes, what Language? \_\_\_\_\_

**Experience and Skills Required:**

- Must be able to stand on your feet all day
- Must be able to lift up to 35lbs
- Must have a High School Diploma or GED
- Ability to retain information and follow directions
- Great attitude and ability to work on a team

Hours and Days: 1<sup>st</sup> shift (6am-2:30pm) 2<sup>nd</sup> shift (2:15pm-10:45pm) 3<sup>rd</sup> shift (10pm-6:30am)  
Full/Part time: Full Time

Hourly Rate/Salary: \$11-\$12.80 per hour

\_\_\_\_\_/Contract-to-Hire \_\_\_\_\_ (after \_\_\_\_\_ Day)/Direct Hire \_\_\_\_\_

If interested, applicant should apply by: Mailing/Faxing Resume  Calling

Applying in Person  Emailing Resume

Apply ON LINE –[www.ilmanpower.com](http://www.ilmanpower.com)

Thank You,

DATE POSTED: \_\_\_\_\_

For an additional resource to post your job lead visit [www.illinoisjoblink.com](http://www.illinoisjoblink.com)

Si es necesario, llamar al 913-871-6719 para la traducción y comprensión de la información en este documento.