



JOB POSTING FORM

Company Name: Smalley Steel Ring Company

Contact Person: Tracy Lindsay Title: HR Recruiter

Company Address: 555 Oakwood Road, Lake Zurich, IL 60047

Phone Number: Direct: 847-719-5927 Email Address: TracyL@smalley.com

Job Title: Packager

Job Description:

Smalley Steel Ring Company is the market leader in the industrial retaining ring and wave/compression spring manufacturing business. We have been manufacturing and supplying the aerospace, automotive and other industrial markets for over 50 years. We take pride in everything about our business, including the quality of our innovative products, our focus on continuous improvement, and our standard of excellence that guides the service that we provide to our loyal customers.

Smalley is currently hiring a **Packager** to work within our Distribution team. The **Packager** is responsible for preparing our product for distribution/shipment by utilizing various packaging methods, including roll packing and bagging. He/she will be required to understand internal packaging & shipping terminology, and utilize AS400 to create labels. The **Packager** will also be required to complete all required paperwork associated with the order.

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:

- Authorized to work in the US on a permanent basis
- Effective communication skills, both written and verbal
- Pass required exam of basic math and English

Hours and Days: 1st, 2nd or 3rd Shift Full/Part time: Full-Time

If interested, applicant should apply by: Apply online at: www.smalley.com/careers