

OES Receiving

Náplň práce

HOW YOU WILL MAKE AN IMPACT

- As a Receiving Associate you will be responsible for unloading trailers, breaking down and receiving product into the building, and preparing product for put-away.
- Utilize SAP transactions to create/maintain material documents against purchase orders/advanced ship notices (ASNs) during receipt process.
- Maintain inventory postings in SAP ensuring accurate inventory counts during receipt of product and put-away and report discrepancies to Inventory Control or direct supervisor.
- Report overages and shortages as applicable.
- Update applicable spreadsheets in excel.
- Sort/Segregate/Repackage/Relabel Returns for processing.
- Communicate with other departments (Purchasing, Product Management, Customer Service) to resolve any problems related to the receiving process.
- Follow all safety and OSHA guidelines to ensure all safety requirement are met.
- Perform all other activities as directed by your supervisor.

Profil kandidáta

WHAT YOU BRING TO THE ROLE

- High School diploma or GED.
- Ability to work overtime as needed.
- Must be able to read, write and speak English.
- Must be able to lift up to 50 lbs.
- Must be able to successfully pass forklift training program during initial onboarding period.
- Legal authorization to work in the U.S. is required. We will not sponsor individuals for employment visas, now or in the future, for this job opening.
- AUMOVIO is not able to pay relocation expenses for this opportunity.

ADDITIONAL WAYS TO STAND OUT

- Minimum of 1 year of warehouse/distribution center/manufacturing experience.
- Minimum of 3 months of forklift experience.
- Experience using a pallet jack.
- Experience using sit-down, cherry picker, swing mast, and walkie rider forklift equipment.
- Previous experience with SAP.



ID pozície
REF4453A

Pracovná oblasť
Výroba

Miesto práce
Allentown

Úroveň vedenia ľudí
Leading Self

Právnická osoba
AUMOVIO Systems, Inc.

Čo ponúkame

THE ENVIRONMENT

- Safety is our highest priority and safety procedures / guidelines must be always adhered to.
- Shift: Monday - Friday 8:00am - 4:30pm.
- The job is within a non-climate-controlled environment where you will be exposed to temperature swings (hot/cold), forklift and pedestrian traffic, and noise.
- The role involves various physical tasks, including lifting and operating machinery, with comprehensive training provided.

All your information will be kept confidential according to EEO guidelines.

EEO-Statement:

EEO / AA / Disabled / Protected Veteran Employer. AUMOVIO offers equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law. In addition, as a federal contractor, AUMOVIO complies with government regulations, where they apply, including affirmative action responsibilities for qualified individuals with a disability and protected veterans. To be considered, you must apply for a specific position for which AUMOVIO has a current posted job opening. Qualifying applications will be considered only for the specific opening(s) to which you apply. If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available. Further, AUMOVIO provides reasonable accommodations to qualified individuals with a disability.

Ready to take your career to the next level? The future of mobility isn't just anyone's job. Make it yours! **Join AUMOVIO. Own What's Next.**

O nás

The Company

Since its spin-off in September 2025 AUMOVIO continues the business of the former Continental group sector Automotive as an independent company. The technology and electronics company offers a wide-ranging portfolio that makes mobility safe, exciting, connected, and autonomous. This includes sensor solutions, displays, braking and comfort systems as well as comprehensive expertise in software, architecture platforms, and assistance systems for software-defined vehicles. In the fiscal year 2024 the business areas, which now belong to AUMOVIO, generated sales of 19.6 billion Euro. The company is headquartered in Frankfurt, Germany and has about 87.000 employees in more than 100 locations worldwide.