



Now Hiring

Founded in 1982, Preferred Airparts has become a leading supplier of New Surplus and used aircraft parts for nearly anything that flies. Cessna parts are a mainstay here at Preferred but we also constantly buy new surplus inventories of Piper, Continental and Lycoming parts as well, along with many others. Douglas DC-3's and parts for them have also become items of interest to us. Preferred Airparts is a family business with a commitment to serving God through the resources He entrusted to us.

Preferred Airparts is currently interviewing for a team player in our Shipping and Receiving Department. The emphasis in this department is retrieving parts sold to our customers from our inventory area, and preparing the product for shipment. Cross training in all areas within the shipping and receiving department is expected. We offer a competitive benefit package to all full time employees.

JOB DESCRIPTION

DEPARTMENT: Shipping and Receiving Department

TYPE OF POSITION: Full Time

REPORTS TO: Shipping and Receiving Supervisor

RESPONSIBILITIES: Pick parts from printed shipping lists and prepare the same parts for shipment. Maintains the Shipping and Receiving area and prepares material for operations.

DUTIES AND TASKS:

- Responsible for preparing boxes and related packing materials for parts shipment each day as directed by supervisor.
- Maintain a clean and orderly area.
- Pick parts from printed shipping lists produced by the sales department.
- Inspect condition of and confirm accuracy of requested parts to be shipped.
- Package and process using a computer, picked parts for shipment.
- Other duties and tasks as assigned by management as needed.

JOB REQUIREMENTS AND QUALIFICATIONS:

- Computer literate and have a strong attention to detail.
- Ability to work closely with others in a fast paced, customer focused environment.
- Ability to operate power equipment as needed, example: table saw, hand saws, drills, Air tools etc...
- Self-Motivated, Safety Minded, and a Positive Attitude are essential.

PHYSICAL REQUIREMENTS OF THE POSITION:

- Bending, Stooping, Standing, Twisting, Climbing Stairs, repetitively throughout the shift.
- Able to lift 50 lbs.
- Ability to climb ladders

If interested in applying for this position please submit a resume and completed application for consideration at www.preferredairparts.com