



THE MINE SUPPLY

INDUSTRIAL & MINE SUPPLY PRODUCTS

Are you looking to begin your career in the Industrial Distribution Industry? Purvis Industries is growing, and is seeking motivated individuals for immediate hire.

Qualified individuals must meet the following requirements:

- Employee must be able to lift product up to 70 pounds on a daily basis. Will be walking or standing for the majority of every workday, remaining time will either be sitting/driving a company vehicle or sitting at a desk.
- Must be able to accurately identify products, which will require basic reading skills as well as ability to learn about products being sold by the company.
- Identify incoming shipments, compare products received to the packing slip, noting any differences and forward packing slip to Order Processing in a timely manner.
- Stock products on shelves in a first in first out order.
- Pull products based on delivery ticket and double check the order for accuracy.
- Responsible for packing and shipping orders to customers as well as transfers to other branches.
- Maintain and clean warehouse area. Warehouse isles should not be blocked with product.
- Responsible for processing UPS and motor freight shipments.
- Investigate inventory discrepancies.
- Assist Branch and Operations Managers in other areas as needed.

Other Requirements:

- Looking for individuals who are seeking long-term employment and **not** someone who is content doing only temp assignments.
- Dependability and reliability a must.
- Must be clean cut - no earrings for males, no visible tattoos, and clean-shaven.
- High school diploma required.

Must meet the following for Driver Eligibility:

- Must be 18 years of age or older
- Must have a minimum of 2 years driving experience
- No more than 2 moving violations in the past 18 months (i.e.: speeding, failure to yield, failure to stop, no safety belt, etc.)
- No more than 3 moving violations in the past 36 months
- No more than 1 at fault accident with no bodily injury and 1 moving violation in the past 3 years
- No more than 1 at fault accident with bodily injury in the past 3 years

Purvis Industries is an Equal Opportunity Employer, and promotes a drug free workplace