



## Warehouse Associate

### Company Overview

Corporate E-waste Solutions (CEWS) is a certified electronics buyback and recycling Company with a Social Impact Focus. CEWS maintains industry certifications and safety standards to ensure all electronics are managed properly and in an environmentally conscious manner.

We are looking to hire a Warehouse Associate to support our warehouse, sort, process, and consolidate products to increase efficiency. Help support our docks loading and unloading of products. Support our drivers and technicians to keep the operation running efficiently.

### Responsibilities:

- Load/Unload gaylord, pallets, or loose products
- Sort, process, consolidate and package outgoing product gaylord and pallets
- Document shipping and receiving using internal software
- Inventory and label on both incoming and outgoing products
- Work with other departments and prepare supplies, tools, and other needs
- Fulfill and meet daily production quota
- Handle goods and equipment properly to avoid damage or breakage
- Maintain efficient product flow, safe and efficient warehouse operations
- Maintain a clean, secure, and safe work environment
- Assist in job training to new staff, participants, volunteers, and clients
- Other duties as assigned

### Qualifications:

- Forklift experience a plus
- Able to use a computer for data entry
- Team player and willing to learn
- Read and write legibly
- Ability to prioritize work
- Able to lift 50 lbs. on a regular basis
- 1+ years of warehousing experience
- 1+ years of shipping and receiving

This position reports to the Warehouse manager

Email [jobs@cews.com](mailto:jobs@cews.com) Pay Range \$18-\$27 Hourly D.O.E

Corporate eWaste  
Solutions (CEWS)  
[www.cews.com](http://www.cews.com)

Headquarters, SoCal  
331 Cliffwood Park St  
Brea, CA 92821

888.388.2397 p.  
[info@cews.com](mailto:info@cews.com)

Operations, NorCal  
30587 Huntwood Ave  
Hayward, CA 94544

510.998.2828 p.  
[sales@cews.com](mailto:sales@cews.com)



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