



Shipping and Receiving

Job Description

Company Description

Located in Dekalb, IL Wehrl Custom Fabrication is a small but rapidly growing family owned and operated company specializing in the manufacture of high-performance diesel truck components and custom metal fabrication. Our continuing growth provides a special opportunity for the right person who wants to build professional expertise with a developing company. At WCFab we are a team playing group of individuals that take great pride in our reputation for providing the highest quality fabricated parts MADE IN THE USA. In addition to our metal fabrication, we have a top-of-the-line CNC Machining Department, Powder Coating Services, and Installation division which handles the install of our product as well as general maintenance and repair on light duty diesel trucks. To aid in the expansion of our product line and manufacturing capabilities, we will be relocating (still in DeKalb) to a newly constructed state of the art, climate controlled, 112,000 sq ft facility in January 2022.

Position Summary and Responsibilities

This role supports the entire organization with processing and fulfilling orders for outbound shipment as well as receiving and stocking inbound shipments.

- Assist with order prep to be shipped as soon as the product is ready
- May utilize shipping software for tracking packages
- Receive shipments, put up product, and clean area
- Assist Shipping/Inventory Supervisor as designated
- Assist Fabrication Division as assigned
- Complete miscellaneous projects as assigned

Qualifications

- High School Diploma or GED
- Ability to stand 8 hours per day
- Frequently able to lift 25 lbs.
- Occasionally lift 50 lbs.
- Proven ability and desire to learn new tasks

Job Type: Full time, First shift

Pay Scale: Hourly, based on experience.

Benefits: 401K with Match, Profit Sharing, Paid Vacation, Paid Holiday, Paid Personal Days, and Health Insurance with Employee Coverage

The information in this position description is intended to convey information about the key responsibilities and requirements of the position. It is not an exhaustive list of the skills, efforts, duties, responsibilities or working con associated with the opportunity. Responsibilities are subject to change.