



HIRING:Shipping & Receiving Coordinator - Steel Yard / Fabrication Facility

One of the nation's premier established steel fabricators, *Holloway Steel Services* is hiring!

Based in the North Fort Worth / Saginaw area and established in 1971, our team is currently looking for a *Shipping & Receiving Coordinator*. Our company prides itself in quality work and service for our customers and we are looking for that same mindset in people we hire. If you are tired of jumping from job to job with no stability, seeking a career on a long-term basis with a well-established and proven team, please read below for additional job duties and requirements to be considered.

What we are looking for in a person:

- Career minded candidates that are looking for stable, long-term employment
- Open minded, trainable individual that is willing to learn and take direction
- Someone that is hard working, reliable and consistent in their day-to-day activities
- Individuals that take pride in their work, are willing to help others and have a positive attitude

Job Requirements / Expectations:

- The ability to work 1st shift hours which vary from 5am to 6am start time, to 4pm end time
- Open to overtime on weekends as needed based on projects and deadlines
- Comfortable working with large pieces of material in a heavy steel yard / shop environment
- Must be able to work in an indoor/outdoor environment (Heat, Rain, Dust, Cold)
- Experienced operating a large sit-down propane forklift moving large, heavy awkward material
- Previous experience processing Bill of lading, PO's, Shipping Orders, Driver Tickets preferred
- Proven track record of performance, safety and success at previous employers
- Capable of lifting 50lbs or more as needed
- Must be able to stand, stoop, bend, walk and be on your feet during shift hours
- Ability to pass a Pre-Employment Drug-Test

Please Note:

This position is not for someone that has worked in a retail warehouse / distribution environment moving boxed pallets of product. The ideal candidate is someone who has worked in an outdoor shipping yard environment moving steel, rebar, lumber or various large heavy awkward objects with an outdoor forklift loading *flatbed* trailers where safety is top priority.

What We Offer:

- Opportunity for stable, long-term employment
- Generous Health Insurance benefits package
- Paid Holidays and Vacation
- Safety / Performance Bonus
- *** Pay rate is based on experience and outlined desired job requirements***

If you meet the above requirements, work location and want to learn more, please first submit your application/resume immediately, then contact our facility at 817-232-8663 to learn more