

## Shipping Associate

Full-Time winter seasonal position ( Mid September- Mid March) fulfilling e-commerce and phone orders for Pioneer Midwest. Working hours are traditionally from 8am-4pm Sunday-Thursday. Shipping associates package orders, weigh packages, assign labels, and organize packages accordingly.

### Responsibilities

- Fulfill all online e-commerce orders.
- Utilize computer label generator to print USPS, and UPS shipping labels.
- Neatly and safely package orders in the correct boxes or envelopes.
- Email and call customers as needed.
- Resolve or communicate issues to the shipping manager.
- Maintain a neat and organized shipping fulfillment area.
- Other tasks as assigned by the shipping manager.

### Job Qualifications

- Attention to detail.
- Basic computer skills.
- Time management and self-starting.
- Ability to learn quickly and ability to work with a team.
- Strong communication skills.
- Physically fit to lift up to 50 pounds.

### Preferred Experience

- Shipping and fulfilling retail orders.
- Boxing and shipping of packages.
- Retail experience.
- Knowledge of outdoor industry (cross country skiing preferred).

### Benefits

- Discount on all cross-country ski-related goods and services.
- Competitive wage.
- Comprehensive training on ski and racing service from world cup technicians.
- A fun interactive work environment with a fast pace.

### Education

- Achieved a High School Diploma or higher.

### How to Apply

Apply via our website at <https://www.pioneermidwest.com/service/careers/> and please send your resume via email to [ian@pioneermidwest.com](mailto:ian@pioneermidwest.com) and [cory@pioneermidwest.com](mailto:cory@pioneermidwest.com) with a note on why you would like to work with us here at Pioneer Midwest.