

**JOB TITLE: ORDER SELECTOR**

**DEPARTMENT: CROSSDOCK**

**JOB LOCATION: KAUKAUNA**

**MONDAY – FRIDAY – 10 AM – 6 PM**

**MONDAY – FRIDAY – 2 PM – 10 PM**

**Winona Foods** is adding to our team. Come work for a growing company where you can receive:

- Health insurance
- Dental insurance
- Vision insurance
- Company provided life
- Short term disability
- 401K program
- PTO
- Paid holidays
- Paid uniforms

**WINONA FOODS MISSION:**

Winona Foods is committed to being the industry leader by providing our customers exceptional:

- Solutions
- Service
- Quality
- Value

**WINONA FOODS VALUES:**

We will achieve our mission by adhering to these values:

- Accountability
- Customer Focus
- Integrity
- Solutions
- Quality

**JOB DUTIES:**

The list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities, as management may deem necessary from time to time.

1. Build pallets of cased product
2. Complete data entry of picked orders
3. Stage completed orders for shipping
4. Complete accurate paperwork
5. Meet efficiency goals as defined by the company
6. Communicate any inventory issues with Inventory Cycle Counter
7. Work safely

8. Comply with our company GMP (Good Manufacturing Practices) standards
9. All other duties as assigned

**QUALIFICATIONS:**

- Must be 18 years of age or older
- High school diploma or equivalent
- Previous warehouse experience is preferred
- Ability to use computer systems

**CONDITIONS OF EMPLOYMENT:**

Candidates must be able to pass a pre-employment background check, drug screen, and lifting assessment.