

New Hire Announcement

Job Title: Warehouse Associate

Start Date: Immediate

Reports to: Operations Manager

**Opportunity:**

This is an opportunity to work closely with the Mizu Operations team during a period of high growth. The selected candidate will focus on picking, packing and fulfilling customer orders, warehouse organization, follow customer compliance requirements, and support the sales and customer service teams to provide accurate shipping of all orders. The role also includes supporting the company’s internal and external custom production process. We seek qualified, driven, like-minded people that share our passion for business, adventure, a cleaner environment, a healthy lifestyle and a commitment to excellence.

**Job Description:**

This full-time hourly position will perform all warehouse activities and support custom production. Tasks include shipping/receiving, picking & packing of wholesale and E-commerce orders, order fulfillment, local pickup & deliveries and possibly assist with custom laser engraving production.

**Candidate Requirements:**

* Minimum 6 months of warehouse, assembly or light-production experience.
* Proficient in Excel, knowledge of Amazon and Shopify a plus.
* Frequent stooping, bending, walking, carrying and lifting (up to 50 lbs.).
* A valid driver’s license for local deliveries, clean driving record, knowledge of forklift operating a plus.
* Excellent organizational & communication skills, able to work independently without constant supervision.
* Ability to multi-task and successfully manage projects and adhere to daily order deadlines.
* Team player, ability to roll up the sleeves and do what ever it takes, whether its in the job description or not.
* Ability to work in a fast-paced and dynamic office environment.

**Duties:**

* Warehouse
  + Execute all warehouse activities in a neat, organized and timely fashion; fulfilling daily E-Comm & wholesale orders, shipping and receiving palletized freight shipments, and perform quality control on all outgoing products.
  + Review and comply with specific customer shipping requirements.
  + Manage all bulk and bin inventory locations within the warehouse.
  + Conduct physical inventory counts regularly.
  + Receive, count and organize international container arrivals.
  + Work closely with Operations Manager in an effort to consistently increase efficiencies and streamline warehouse design, product flow, product handling system and communication.
* Custom Production
  + Provide daily support for in-house and external custom production.
  + In-house – assist in operation of Mizu’s laser etching machine.
  + External – deliveries to and from local printer.
  + Fleet vehicle management (one truck).
* Customer Service Support
  + Support the sales and customer service order fulfilment process.
  + Support the warranty process.

**Compensation:**

Hourly rate of $15-22 per hour depending on experience.

**About Mizu:**

Attitudes are changing. Single use is out and reusable is in. From outdoor adventures to everyday life, from the moment you rise out of bed and get your coffee to the last sip of water you have before you go to bed; and no matter what you’re doing in between, there are endless opportunities each day to choose reusable over single use.

At Mizu, our mission is to give you premium quality, adventure-ready, versatile reusable products that last a lifetime and perform in all aspects of an active lifestyle. From water bottles to cutlery, from insulated to single wall - from the coffee shop to the beach, from driving to work or hiking for first tracks, Mizu always has your back.

Mizu is a global brand offering its products online, at select retail stores, and through its custom program with offices in California and Holland and distributors covering more than 25 countries and counting.

People interested in applying for this role can learn more about Mizu at [www.mizulife.com](http://www.mizulife.com) and should send a resume and cover letter to [mizurecruiting@gmail.com](mailto:mizurecruiting@gmail.com) with “Warehouse Associate” in the subject line. NO PHONE CALLS PLEASE. EMAIL COMMUNICATION ONLY.

Enjoy The Journey. Leave Nothing Behind.