

Rock West Composites, Inc. has an exciting opportunity for a Materials/Warehouse Clerk.

Rock West Composites, Inc. is an engineering and manufacturing company dedicated to providing innovative solutions for commercial and government customers. This position is located in our San Diego, CA-San Ysidro location and reports to the Supply Chain Manager.

Position Summary:

Provide support for incoming/outgoing of materials and the organizational structure for supplies and production materials.

Essential Responsibilities May Include:

- Carefully handle fragile hardware for both incoming and outgoing items. Coordinate incoming and outgoing shipments.
- Maintain logically organized supply areas.
- Operate forklifts to load/unload shipments.
- Assist with monthly inventory and provide accurate detailed information that effects company financials.
- Verify Material logs and legal reporting of material usage.
- Follows inspection procedures.
- Adheres to procedures required for materials documents and shipping and receiving documents.
- Performs warehouse control, inventory control and related duties.
- Uses carpentry tools for use with shipping containers and is responsible for their accountability.
- Maintains clean and organized shipping and receiving area.
- Resolves any material needs, solving material problems and inventory control issues as they arise.
- Updates computer generated inventories and documents.

Basic Qualifications & Education:

- Minimum High School Diploma
- Forklift Operation certification
- Valid driver's license
- Employee must have basic knowledge of carpentry tools for working with shipping containers.

- Bilingual (Spanish/English) Preferred

Why should you want to work with us? Rock West Composites cares about our employees! Not only do we offer great benefits to our full-time employees (Medical & Dental 100% employer paid, Vision, Paid Time Off and 401K match), we offer a fun and friendly working environment!

To apply e-mail resume to jobs@1rockwest.com

Rock West Composites is an Equal Opportunity Employer. It is the policy of the company to provide equal opportunity for all employees and applicants for employment without regard to race, color, creed, religion, gender, sexual orientation, national origin, age, marital status or any other basis prohibited by state or federal law. Due to nature of defense contracts, US Citizenship is a requirement. As part of our Drug and Alcohol Policy, upon acceptance of any offer of employment, employment will be conditional of passing a required drug test and employee will become part of the random drug testing.

If you are an individual with a disability and require a reasonable accommodation to complete any part of the application process, or are limited in the ability or unable to access or use this online application process and need an alternative method for applying, you may contact 858-537-6260.