

Warehouse Associate

Cinnamon Energy Systems is a full-service residential solar and battery storage installation company with a heritage of over 10,000 happy customers since 2001. We are seeking a professional, energetic, smart, reliable and enthusiastic warehouse expert to help manage our business as we grow. This is a full-time position. The Warehouse Associate will report to the operations manager.

Essential duties and Responsibilities:

Managing the operation of our warehouse, including container management, dock receiving, uncrating & repackaging, inventory management; directly supporting our installation and electrical crews by supervising, optimizing, and troubleshooting the efficient and accurate flow of materials.

Proactively monitoring indicators of warehouse health, anticipating problems, engaging directly when necessary to support urgent material flow needs.

Purchasing parts and materials from various vendors.

Delivering parts and equipment as needed to job sites.

Kitting and organizing equipment, materials and supplies for upcoming projects.

Demonstrating flexibility, adaptability and collaborative efforts in a changing organizational need.

Implementing systems, processes, configurations, and changes/optimizes projects in accordance with plans.

Participating in project definition, scoping, and option analysis activities; maintaining a safe work environment by establishing, following, and enforcing standards and procedures, including actively coaching personnel to quickly address procedural issues, safety issues and concerns.

Working with management to define logistics of warehouse management; fostering a professional, respectful, and welcoming work environment, while maintaining professional standards for personal and operational excellence.

Performing ad-hoc tasks as needed or requested by management and peers.

Education and Experience:

- AA degree is a bonus
- Understanding of construction/solar business is a plus

Requirements:

- Excellent communication skills (written, verbal and listening) and professional appearance
- Must be organized, detail-oriented, able to multi-task, and be effective in communicating with peers and management
- Must be self-motivated, reliable and have a positive attitude
- Strong personal computer and typing skills (Excel and Word)
- Must know how to operate a forklift and other warehouse equipment
- Must be fully vaccinated for COVID-19

Cinnamon Energy Systems conducts background checks and drug tests on all final candidates. Candidate must have a valid driver's license, acceptable driving record and background check, and clean drug test results.

Physical Requirements: Excellent mobility, ability to sit, stand, walk, bend, stoop, be able to climb ladders, work with tools and be able to reach. Ability to lift up to 50 lbs.

TO APPLY:

Send e-mail with qualifications and resume to: recruiting@cinnamon.energy