

## Job Posting: Packing and Shipping Associate

**Position:** Packing and Shipping Associate

**Location:** 3824 N Abram Rd, Palmview Tx 78574

**Employment Type:** Full-time

**Schedule:** M-F 8am-5pm

**Compensation:** \$10.00 – \$12.00 Hourly Pay / weekly pay

### About Us

IHC Suspension is an aftermarket suspension company that manufactures lowering kits for domestic pickup trucks. We manufacture, sell, and distribute all IHC products in Palmview Tx. We pride ourselves on delivering exceptional service and high-quality products to our customers. Join our team and contribute to a fast-paced, collaborative environment where your efforts make a difference.

### Position Summary

We are seeking a reliable and detail-oriented Packing and Shipping Associate to join our team. The ideal candidate will be responsible for accurately packing products, preparing shipments, and ensuring that our customers receive their orders in perfect condition and on time.

### Key Responsibilities

- Carefully pack products to ensure safe transit and delivery.
- Inspect items for quality assurance before packing and shipping.
- Organize and maintain the packing and shipping area for efficiency and cleanliness.
- Monitor inventory levels of packing materials and notify the appropriate person for reordering.
- Work closely with other team members to meet shipping deadlines.
- Adhere to company policies and safety procedures.

### Qualifications

- High school diploma or equivalent.
- Prior experience in packing, shipping, or warehouse operations is preferred but not required.
- Strong attention to detail and ability to work in a fast-paced environment.
- The ability to lift up to 50 lbs and stand for extended periods.
- Familiarity with shipping software or willingness to learn.
- Good communication and teamwork skills.

### Why Join Us?

- Competitive pay
- Vacation time
- Opportunities for growth and advancement.
- Friendly and supportive work environment.
- Paid holidays
- Travel opportunities to top industry trade shows.

**How to Apply:**

Interested candidates, please submit your resume and a brief cover letter to [careers@ihcsuspension.com](mailto:careers@ihcsuspension.com) or apply online at [www.ihcsuspension.com/careers/](http://www.ihcsuspension.com/careers/)

IHC Suspension is an equal-opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees

