



**WESTERN
RANCH
SUPPLY**

Freight and Warehouse

Job Description

The freight and warehouse position will be responsible for shipping and receiving all products, pulling online orders, store transfers and managing inventory. Will work in the warehouse and help with new freight, shipping, receiving, etc. Must also be able to help on the floor assisting customers when staff is short-handed.

Key Areas of Responsibility

- » Receive new freight
- » Ship orders
- » Pull merchandise for online orders
- » Merchandising and freight stocking
- » Keep warehouse
- » Meet and greet each customer
- » Upkeep and organization of department
- » Creates and maintains a safe environment for customers and employees.
- » Other duties as needed

Skill Set Requirements:

- » Strong communication skills
- » Strong organizational skills
- » Positive attitude and willingness to learn
- » Excel in fast-paced, evolving work environment
- » Familiar with standard retail processes

Physical Demands:

- » Close vision for PC work
- » Standing for long periods of time
- » Heavy, repetitive lifting (no more than 50lbs)
- » Bending, carrying, and pushing

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job.



View current WRS job opportunities at
<https://www.indeed.com/cmp/Western-Ranch-Supply!>



West End Billings
7305 Entryway Drive
Billings, MT 59101
(406) 252-6692

Downtown Billings
303 North 13th St.
Billings, MT 59101
(406) 252-6692

Great Falls
4000 River Dr. N
Great Falls, MT 59403
(406) 761-2160

The Shop
1615 6th Ave. N
Billings, MT 59101