

Shipping/Facilities Associate

Your tasks

THE POSITION

As a Shipping/Facilities Associate, you will primarily work in the Shipping department but also support the ESH/Facilities Specialist in assisting with duties for the Snowdrift Road building internally and externally.

Shipping Associate

- Primary duty is to utilize SAP to process data uploaded to the computer for product that needs to be packed.
- Pack individual or master cartons per customer/warehouse requirements while maintaining accurate counts.
- Operate packaging equipment used to support packaging process.
- Palletize, label, weigh and wrap outbound shipments.
- Accurately pick and count product from storage locations for production and/or shipping.
- Maintain a clean working environment utilizing the 5S program.
- Use a handheld RF device as needed.
- Operate pallet jack for shipment fulfillment.
- Follow all safety and OSHA guidelines to ensure all safety requirements are met.
- Perform all other activities as directed by your supervisor.

Facilities Associate

- Assist with minor repairs, installations, or removal of equipment or furniture.
- Update/maintain work orders.
- Assist with minor facility cosmetic installations, repairs, or upgrades.
- Assist in maintaining facility operations and security.
- Assist with building systems management (i.e., sprinkler system)..
- Assist with internal audit checklist for maintenance of housekeeping, landscaping, and needed repair services.
- Ensure all work and maintenance is completed to meet the standards of the company, local, state, and federal requirements.

Your profile

WHAT YOU BRING TO THE ROLE

- High School Diploma or GED.
- Ability to work overtime as needed.
- Must be able to lift up to 50 lbs.
- Must be able to read, write, and speak English.
- Must be comfortable working on levels 12-35ft. in the air.

Legal authorization to work in the U.S. is required. We will not sponsor



Job ID
REF77541J

Field of work
Manufacturing Operations and Production

Location
Allentown

Leadership level
Leading Self

Job flexibility
Onsite Job

Legal Entity
Continental Automotive Systems, Inc.

individuals for employment visas, now or in the future, for this job opening.

Continental is not able to pay relocation expenses for this opportunity.

Physical Requirement:

- Must be able to Push, Pull, Reach, Twist, Turn, Stoop, Walk, and Stand

ADDITIONAL WAYS TO STAND OUT

- Forklift/Scissor lift/boom truck experience a plus
- SAP experience a plus
- MS Office experience a plus

Our offer

THE PERKS

- Immediate Benefits
- Robust Total Rewards Package
- Paid Time Off
- Volunteer Time Off (if applicable)
- Tuition Assistance
- Employee Discounts, including tire discounts
- Competitive Bonus Programs
- Employee 401k Match
- Diverse & Inclusive Work Environment with 20+ Employee Resource groups.
- Hybrid Work (if applicable)
- Employee Assistance Program
- Future Growth Opportunities, including personal and professional
- And many more benefits that come with working for a global industry leader!

EEO-Statement:

EEO / AA / Disabled / Protected Veteran Employer. Continental offers equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law. In addition, as a federal contractor, Continental complies with government regulations, including affirmative action responsibilities, where they apply. To be considered, you must apply for a specific position for which Continental has a current posted job opening. Qualifying applications will be considered only for the specific opening(s) to which you apply. If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available. Further, Continental provides reasonable accommodations to qualified individuals with a disability. If you need assistance in the application process, please reply to Careers@conti-na.com or contact US Recruiting at 248.393.5566. This telephone line and email address are reserved solely for job seekers with disabilities requesting accessibility assistance or an accommodation in the job application process. Please do not call about the status of your job application, if you do not require

accessibility assistance or an accommodation. Messages left for other purposes, such as following up on an application or non-disability related technical issues, will not receive a call back.

Ready to take your career to the next level and join us at the start of something extraordinary? Apply now to become a part of our company and drive the future mobility together with us!

About us

Continental's Automotive group sector is expected to be listed as independent company "AUMOVIO" in September 2025. With ~93,000 employees worldwide and annual sales of ~€20 billion, we are entering an exciting new era.

AUMOVIO stands for highly developed electronic products and modern mobility solutions. In addition to its strong market position with innovative sensor solutions, displays, and technologically leading braking and comfort systems, AUMOVIO has significant expertise in software, architecture platforms and assistance systems for the rapidly growing future market of software-defined and autonomous vehicles. Our purpose is clear: to make future mobility safe, exciting, connected, and autonomous.