

## Logistics Summer Co-op

### 工作职责

We are looking for a Summer Co-op for our Logistics team in the Shipping Warehouse. This position receives, ships, and does cycle inventory to provide sufficient materials/stores items to assure quality, availability and accuracy.

#### JOB DUTIES

Performs cycle inventory with hourly associates to ensure accuracy and availability.

- Receiving/inspecting materials.
- Shipping finished goods to end customers.
- Direct flow of materials in warehouse.
- Audits incoming material/items and when necessary protests with vendor.
- Responds to CSR and Sales requests.
- Work with logistics companies to ensure all deliveries are shipped in a timely fashion.
- Process customer returns.
- Work with associates to ensure they are processing deliveries in the correct order to ensure timely shipments.
- Maintains reports and filing system per ISO/QS requirements.
- General document scanning and electronic filing / retrieval as needed.
- General filing duties per requirements.

### 职位要求

- Must be enrolled as a full time student
- Must be able to work up to 40 hours during the summer months
- Must be authorized to work in the US without restriction

### 我们可以提供

All your information will be kept confidential according to EEO guidelines.



职位号码

**REF82287X**

工作职能

行政支持

所在地

**Lincoln**

法律实体名称

**ContiTech USA, Inc.**

**EEO-Statement:**

EEO / 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 for qualified individuals with a disability and protected veterans, 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](mailto: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 drive with Continental? Take the first step and fill in the online application.

**关于我们**

The Business Area ContiTech develops, produces and markets products, systems and intelligent components made from rubber, plastic, metal and textiles. These products are used in mining, the agricultural industry, railway engineering mechanical and plant engineering, the automotive industry and other important sectors of the future.