

## POSITION ANNOUNCEMENT

Job Title: **Art Handling Specialist (Warehouse Technician)**

Job Posting Number: **0062-18**

Location: **Landover, MD**

Shift: **MTW 12pm-9pm, Sat & Sun 8am-5pm**

### THE ROLE

Reporting to the Warehouse Manager this position is responsible for packaging and handling art work as well as loading and unloading trucks.

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Transporting, Packaging and handling artwork in a safe and efficient manner;
- Properly load and unload trucks inclusive of artwork and other related materials;
- Maintains accurate paperwork including bills of lading of jobs and storage account information;
- Ensures warehouse cleanliness, checks materials and equipment to ensure proper operation;
- Performs other incidental and related duties as required and assigned.

### QUALIFICATIONS:

- 1-3 years of warehouse experience;
- Experience in art handling preferred;
- Demonstrated ability to facilitate problem resolution;
- Ability to operate various kinds of dollies, jay bar and hydraulic lifts;
- Good communication skills and positive attitude is a must.

### EDUCATION:

High School Diploma or GED equivalent.

### LANGUAGE SKILLS:

Excellent skills in communicating effectively in oral and written form.

### PHYSICAL DEMANDS:

While performing the duties of this job, the employee is regularly required to walk, stand, sit, bend, lift, and use hands. Movement may occur in warehouses and offices. Specific vision abilities required by this job include vision and ability to adjust focus.

Employee must be able to lift 75lbs unassisted and must be able to frequently lift and/or move up to 300lbs with assistance of mechanical equipment. Noise level is usually moderate.

The physical demands described here are representative of those that an employee may perform on an occasional to regular basis while performing functions of this job. Reasonable accommodations may be made to enable individuals to perform these functions.

### HOW TO APPLY

Please send resume to [ashleybrown@crozierfinearts.com](mailto:ashleybrown@crozierfinearts.com) with “0062-18 Art Handling Specialist” in the subject line.

Consideration will be granted only to those who possess the minimum requirements as stipulated. Protected Veterans are encouraged to apply. Crozier is a federal contractor and an EOE AA M/F/VET/DISABLED employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, medical condition or disability or protected veteran status.