



Position Overview

ProForce Law Enforcement is an innovative leader in Law Enforcement equipment and firearms. Recognized for our excellence in creative marketing, technology, and world-class customer service. ProForce is currently seeking a **Warehouse - Coordinator** to join our staff in the fast-paced and high volume environment of our retail store in Brea, California.

Warehouse – Coordinator Responsibilities include

- Maintain organized, clean, and safe warehouse environment
- Follow proper shipping and receiving protocol
- Efficiently pull, pack, strap, and stage orders
- Receive incoming stock material
- Assist with inventory management and control
- Learn product specifications
- Work cooperatively in team environment
- Work within the framework of the company's defined policies, procedures, goals, and directives.
- Any other duties required of this position

Ideal Warehouse – Coordinator Candidate Would Possess

- High School Diploma or Equivalent
- Ability to regularly lift up to 50 lbs.
- Prior warehousing experience
- Excellent verbal and written communication skills
- Strong math skills
- Close attention to details and high level of accuracy
- Desire to work in a fast paced and positive environment
- Highly organized and deadline oriented
- Self-motivated and proactive...open to cross training on various store functions

Warehouse - Coordinator Position Requirements

- Must be at least 21 years of age
- Able to pass a background check and pre-employment drug screening

Warehouse – Coordinator Benefits

ProForce offers a generous benefits compensation package including a competitive starting wage of \$15 p/hour **PLUS** a monthly bonus plan in addition to **FREE** Medical, Dental, and Life insurance benefits for our employees. **FREE** Telemedicine access for employees and their family members. Our additional voluntary benefits include family Medical, Dental, and Vision coverages as well as supplemental Life Insurance, Flexible Spending Accounts, Short-term/Long-term Disability plans, and a 401(k) with an **UNLIMITED** 25% match!

About ProForce Law Enforcement

ProForce Law Enforcement is a major supplier of law enforcement firearms, non-lethal solutions, and duty gear. The company features an excellent selection from top manufacturers. ProForce proudly has operations in Prescott, Arizona and Brea, California, along with traveling law enforcement agency sales representatives throughout the western United States.

Our vision is to create, develop, and nurture the ProForce Team to be a highly valued business partner to our customers, suppliers and stakeholders by maintaining the highest degree of honesty, ethics and integrity while striving to provide a positive, safe work environment and effectively communicate as a cohesive team.

ProForce Law Enforcement is an equal opportunity employer, dedicated to promoting a culturally diverse workforce. All qualified applicants will receive consideration for employment without regards to race, color, religion, gender, or national origin.

To apply for this position, please reply to this ad with your cover letter and resume. Resumes may also be emailed to hr@proforceonline.com, faxed to (855) 647-1749, or mailed to 6100 Wilkinson Drive, Prescott, AZ 86301.

To learn more about career opportunities at ProForce, click on the EMPLOYMENT link under the Information tab at ProForceOnline.com