



Make it Cool....Make it Solid....Make it Happen!!

Benchmade Knife Company is a world leader in the design, manufacture and sales of hand-held specialty folding and fixed blade cutlery for the outdoor sports, military, police, and collector markets. We are committed to innovation, performance, and the highest standards of quality. Everyday, around the globe, sportsmen and professionals alike rely on Benchmade products to get the job done. Our state of the art facility and headquarters is located in Oregon City, 30 minutes from downtown Portland, OR.

Our 150 employees are continuously developing new mechanisms and processes to keep us ahead of the competition. From design concept to first production, we take great pride in delivering new products into the market within an aggressive development window while holding every product that comes out of Benchmade's factory to the highest standards.

We have an immediate need to add an experienced **Shipping and Inventory Clerk** in our Product Supply Value Stream. Reporting to the Shipping & Stockroom Team Lead, this position is responsible for pulling, packing and preparing finished goods for final shipping to customers; cycle counting inventory; refilling product bins with incoming inventory; receiving product into the warehouse. Meter parcels to ship using your knowledge of UPS, Fed-X, or USPS with attention to account accuracy, weight, and size restrictions. Build and shrink-wrap pallets as well as actively participate in continuous improvement activities. Working well in a team environment with a consistently positive and helpful attitude is a must!

Experience, Skills, Knowledge, Abilities, or Education Required:

- H.S. Degree or GED
- One year recent experience in a finished goods warehouse, to include:
 - 6 months shipping experience
 - UPS, Fed-X, and USPS packaging and labeling systems
 - Export shipping experience and/or 'Big Box' customers
 - Routine use of pallet jack and forklift
 - Knowledge of a Materials Requirement Planning (MRP) system
- Strong sense of accuracy and managing multiple priorities under close time lines.
- Strong computer and data entry skills required (MSWord, Excel, Outlook)
- Must demonstrate good attendance and punctuality.
- Able to routinely lift up to 50 pounds
- Able to work in a manufacturing environment (exposure to dust, noise, oils and coolants, abrasives, heat, cold, adhesives, as well as automated and manual machinery).
- Shift is 8 hours, Monday through Friday; overtime and/or shift change may be required.

We are poised for even more exciting opportunities, innovations and ongoing total world-class quality. This is an exciting time to be part of a company on the verge of even greater success. Interested candidates **please go to our website at www.benchmade.com**, click on the Career tab, and apply via our on-line application process.

Benchmade Knife Company values diversity in its work force and is committed to Equal Employment Opportunity, Affirmative Action, and compliance with the Americans with Disabilities Act.