



**DISTRIBUTOR CORPORATION OF NEW ENGLAND**

767 Eastern Avenue • P.O. Box 397 • Malden, MA 02148 (HQ)

781.322.8800 • www.dcne.com



**PARTS SHIPPER & RECEIVER**

PAY: \$20.00–\$26.00 per hour

JOB TYPE: Full-time

WORK LOCATION: In person

Malden, MA

**Job description:**

DCNE, New England's exclusive Carrier HVAC distributor is currently seeking full-time, experienced individuals for the position of Parts Shipper & Receiver for our Malden, MA location. Applicants should have 2-5 years solid shipping & receiving experience, including operating a fork truck (certification required following hiring). Primary duties include receiving in large package inventory, shipping orders, order processing, assisting with customer pick-ups, preparation of outbound shipments, inventory and cycle counting, wireless scanning, process returned equipment and maintain a clean and safe warehouse. Candidates must have excellent attention to detail, organizational and communication skills, and valid driver's license.

**BENEFITS:**

401(k), 401(k) matching

Health Insurance

Dental insurance

Vision Insurance

Life Insurance

Flexible spending account

Employee assistance program

Employee discount

Paid time off

**EXPERIENCE:**

Shipping & receiving: 3 years (Preferred)

Forklift: 3 years (Preferred)

**CONTACT:**

Rebecca Noone

rnoone@dcne.com

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**BRANCH LOCATIONS**

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**AVON, MA**

54 BODWELL STREET  
508.580.4560

**WESTWOOD, MA**

384 UNIVERSITY AVENUE  
781.461.2400

**PEMBROKE, MA**

32 RIVERSIDE DRIVE  
774.773.7650

**MARLBOROUGH, MA**

360 CEDAR HILL STREET  
508.449.0203

**SALEM, NH**

7 RAYMOND AVENUE  
BLDG. D, UNIT 3  
603.893.3500

**CRANSTON, RI**

999 PONTIAC AVENUE  
401.330.1970

**MAINE**

207.828.4331

**PORTSMOUTH, NH**  
**COMING SOON**