

RECRUITMENT



**Walgreens Distribution Center
Windsor, CT**

**General Warehouse Person, - (Job ID#645558)
IT Support Specialist, - (Job ID#645550)
Maintenance General Technician, - (Job ID#645560)**

Wednesday, September 15, 2021

From 1:00 PM – 4:00 PM

**Hartford American Job Center
3580 Main Street, Hartford, CT**

JOB INFORMATION AND REQUIREMENTS

General Warehouse Person - Job Order # 645558: Positions available in Windsor, CT. The General Warehouse Person is responsible for performing tasks involved in processing and shipping orders to the customer.

Other specific skills required:

- + Willing to work a flexible shift.
- + Willing and able to stand at least 10 hours with or without reasonable accommodation.
- + Willing and able to perform tasks which include pushing, pulling, grasping, and lifting with or without reasonable accommodation.
- + Willing and able to carry up to 50 pounds with or without reasonable accommodation.
- + At least 6 months experience operating motorized material handling equipment.
- + At least 6 months experience with radio frequency (RF) scanning.
- + At least 6 months experience entering and retrieving data in an inventory management system.

IT Support Specialist - Job Order # 645550: Positions available in Windsor, CT.

IT Support Specialist Essential Duties and Responsibilities: Responsible for installation, upgrades, troubleshooting and repair of hardware and software on or related to desktop pc's, printers, pc hardware systems, pc networks, LAN and RF devices. Must possess strong interpersonal, decision making, problem solving and analytical skills. Schedule may include a variety of shifts, weekends and holidays.

Maintenance General Technician - Job Order # 645560: Positions available in Windsor, CT.

Maintenance General Technician Essential Duties and Responsibilities:

Performs assigned preventive maintenance tasks and minor mechanical repairs to material-handling and other Distribution Center (DC) equipment. Uses Computerized Maintenance Management System (CMMS)-

generated preventive maintenance worksheets to maintain distribution machinery and equipment according to the manufacturers recommendations and good maintenance practices. Maintains efficient operation of material handling equipment by clearing jams and removing foreign materials. Performs general building maintenance as directed, such as lamp replacement.

Other specific skills required:

- ✦ Associates Degree in Industrial or Maintenance Technology OR at least 2 years of maintenance experience in a facilities, distribution and/or manufacturing or military environment.
- ✦ Knowledge of industrial electricity including single-phase and three-phase power, motors, protective devices and/or photo sensors.
- ✦ At least 6 months experience with hand and power tools (such as drills, fasteners and saws) in a facilities, distribution and/or manufacturing environment.
- ✦ Knowledge of mechanical theory including bearings, hydraulics, pneumatics, conveyor, construction, and operation.

INTERVIEW PREPARATION INSTRUCTIONS

❖ Bring Résumé or Outline of Work Experience	❖ Must be at least 18 years of age
❖ Applicant will be subjected to Background Check	❖ Applicant will be subjected to a drug test

For more information visit www.CTHires.com. Click on **Find a Job** then the **Job Number Search** tab. Enter the Job Order Number then click **Search**. (See above for Job ID #)

If you are interested in attending this recruitment event, you MUST be a registered user of CTHires to participate in this event. If you are not registered, please visit www.CTHires.com to register as an Individual prior to the event.

The Connecticut Department of Labor and Capital Workforce Partners are Affirmative Action/Equal Opportunity employers and equal opportunity program and service providers. Auxiliary aids and services are available upon request to individuals with disabilities.

