



POSITION VACANCY ANNOUNCEMENT
City of Seguin
"An Affirmative Action/Equal Opportunity Employer"

WAREHOUSE TECHNICIAN (TEMPORARY) # 1264 04/25/14

This temporary position performs a variety of routine duties related to assisting the Utility Material Coordinator with inventory control, stocking, and distribution. Must have knowledge of general methods used in receiving, storing, and maintaining records of materials, equipment, and supplies; warehouse operations and procedures, and basic safety rules as they apply to warehouse operations. Ability to lift and maneuver up to 105 lbs.; perform work outdoors in all weather conditions; operate a forklift; multi-task; read, record, and maintain records dealing with inventory; pay close attention to detail; communicate effectively orally and in writing; and have basic computer skills. Requires H.S. Diploma or G.E.D., minimum of two years of electrical utility experience working with electric inventory and knowledge of Water/WW Maintenance inventory preferred. Requires a Texas driver's license with good driving record and successful completion of a pre-employment drug screen. Starting salary is \$12.09/hour. Applications are accepted at City of Seguin, Human Resource Department, 205 N. River, Seguin, Texas 78155. Position open until filled. www.seguintexas.gov EOE