GENERAL LABORER

Founded in 1989 as a 7500 square foot scene shop, Mystic Custom Fabrication has expanded over the last 35 years into a full-service fabrication company specializing in broadcast environments, museum exhibits, high end custom millwork, and restaurant interiors. We now have over 100 employees and occupy over 100,000 square feet of production space in Norwood, Massachusetts. Mystic has become an industry leader in custom fabrication of millwork and studio set construction. Our diverse client and project base frequently requires us to find creative solutions to a variety of design challenges.

Job Description Overview:
Perform a range of tasks that may include receiving and processing incoming stock and materials, packing and shipping orders, organizing and retrieving stock/finished product in the warehouse, keeping the warehouse clean and orderly. Under direction of Operations Manager, Shop Forman(s), Shipping & Receiving Coordinator.

Duties:

- Assist in shipping and receiving, unloading trucks and checking in materials to proper departments.
- Pulling materials; packing boxes; placing orders in delivery area.
- Sort and place materials or items on racks, shelves or in bins according to organizational standards.
- Maintains safe and clean work environment by keeping shelves, shipping areas, and workstations neat; Sweep, dust and mop.
- Any other duties that may be required from time to time.

Requirements:

- Ability to follow directions and work well in a team environment
- Overtime and some weekend work will be required

Physical Demands:

While performing the duties of this job, the employee is regularly required to talk and hear. This position may be active and require standing, walking, bending, kneeling, stooping, crouching, crawling and climbing. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. The employee is frequently exposed to loud noises, fumes or airborne particles, moving mechanical parts, and vibration.

Benefits include health insurance, 401K, paid vacation days, available dental, life and disability insurances.

To apply, please send a cover letter and resume to careers@mysticcustomfab.com .

Mystic Scenic Studios abides by requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a) prohibiting discrimination against qualified individuals based on status as protected veterans or individuals with disabilities, and against all individuals based on race, color, religion, sex, sexual orientation, gender expression or national origin, and requiring affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability. It is the policy of Mystic Scenic Studios to provide reasonable accommodation for qualified applicants and employees.

Job Type: Full-Time / Hourly
Pay: $20-25/hr, DOE

NO CALLS, PLEASE