



Operations Associate

Contact: DICKS SPORTING GOODS

Email: dicks_sporting_goods@countyjobs.careers
https://ak-kenaipeninsula.countybuyselltrade.com/jobs/operations-associate_altoona_85868

Address: 26226 Industrial Blvd, Altoona
Price: Check with seller

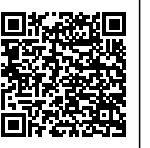
Details
Apply
Description
We are genuine in our belief that sports make people better and so are you! Immerse yourself in a workplace that loves to be active and lives the brand. Associates joining our team have an opportunity to be a part of the #1 sporting goods retailer in the country and create a lasting impact on their communities through sport and activity.

On our Team, everyone plays a critical role. Your Mission (and Ours) is to serve and inspire athletes and outdoor enthusiasts to achieve their personal best through the relentless improvement of everything we do.

Operations Associate Duties:

- Ensure that all merchandise and product received at the store is processed in accordance with established programs and procedures and that the department area is organized and maintained
- Ensure that all other Freight Flow processes are executed, including transfers, RTVs, claims, key recs, misdirected freight processing, etc.
- Assist manager with department scheduling, directing workflow, daily associate assignments, and monitoring the freight flow process
- Help communicate information to department associates regarding Company initiatives, programs, promotions, etc., and train new and current associates on freight flow procedures as needed
- Assist the store management team with general supervision in the store in accordance with Company policies and procedures, including opening and closing the store

Perform Front End and cash office functions
Process freight claims in compliance with State and Federal ATF regulations



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