

Alabama Job Order Print Document

Job Order: **2859960**

Print Date: **9/1/2020 1:23:31 PM**

Office: **Tuscaloosa Comprehensive Career Center**

LWDB: **West AlabamaWorks!**

Employer Information:

Employer Name: **LP Services LLC**

How to Apply: **Provide an AlabamaWorks! Resumé Online (recommended), Provide an AlabamaWorks! Application Online, Via Email, By Phone, In Person**

Company Website: **<https://lpservicesllc.com/>**

Application Comments: **Walkins are welcome. ID and Social Security card is required when filling out application.**

Location:

Main Address:

**LP Services LLC
3076 Palisades Court
Suite E
Tuscaloosa, AL 35405**

Mailing Address:

**3076 PALISADES CT
Suite E
TUSCALOOSA, AL 35405-3455**

Contact:

Contact: **Dionne Murrell**

Title: **Recruiter**

Phone: **(205) 737-5057 x** Fax: **(205) 710-5595**

Email: **dm@lpservicesllc.com**

Job Details:

Occupational Code: **43506100 Production, Planning, and Expediting Clerks**

Job Title: **Dispatch Clerk**

Industry Code: **561320 - Temporary Help Services**

Number of Positions: **30**

Referrals: **250**

Earliest Date to Display: **8/25/2020**

Last Date Job Order Will Display: **10/24/2020**

Type of Job: **Regular**

Job Time Type: **Full Time (30 Hours or More)**

Duration: **Over 150 Days**

Special Job Category:

Job Duties and Skills:

Description:

Dispatch Clerk, assist the packing teams with locating materials needed to complete packing orders. Responsible for keeping material inventory data organized and up to date. Must be physically able to stand/walk for 8-10 hours per day.

Special Software/Hardware Skills Needed: **No**

Special Skills: **Basic educational skills required.**

Job Requirements:

Minimum Age: **18**

Test Done By: **No test required**

Required Tests: **NA**

Hiring Requirements: **Drug Testing/Screening, Background Checks**

Hiring Requirements Other:

Education Level: **High School Diploma or Equivalent**

Months of Experience: **0**

Requires a Drivers License: **No**

Near Public Transportation: **No**

Drivers License Certification:

Drivers License Endorsements:

Compensation and Hours:

Minimum Salary: **12.25 Hour**

Maximum Salary: **12.75 Hour**

Pay Comments: **Will discuss with applicant**

Supplemental Compensation: **No**

Hours per Week: **Hours Vary**

Actual Hours:

Shift: **Flexible**

Benefits: **Medical, Dental, Life Insurance, Vision**

Other Benefits: **No Benefits Listed**

Job Order Information to be Displayed Online:

Job Order Information Online: **Company Name is displayed, One-stop staff does not screen applicants**

Job Application Information Needed:

Req Section

- Contact Information
- Employment History Allow individuals that have never had a job to apply (eg. College graduates)
- Education History
- Certifications
- Desired Job Type

Other Information:

Green Job: **No**

Subsidized by ARRA (Stimulus): **No**

Featured Job: **No**

In an Enterprise Zone: **No**

Federal Contractor: **No**

Court Ordered Affirmative Action: **No**

Job Order is for Veterans Only: **None Selected**

Staff Information:

Category: **Regular (Non Domestic)**

Job Developer Mandatory Listing: **NA**

Status: **Open and available**

Employer Status: **Open and available**

Reason: **NA**

Future Release From Hold:

Job Order Followup: **9/24/2020**