



1271 Red Fox Road, Saint Paul, MN 55112

TIME'S UP ON YOUR CURRENT EMPLOYER!



Warehouse Associate Wanted

If your job is measured by racing the clock to pick orders or sort packages to meet an hourly quota, then the only thing you should be racing the clock to do is get your resume submitted to FireFly. Not all shipping and warehouse jobs are created equal. At FireFly you'll be valued for using your brain to solve problems, organize workflows, and ensure our customers' orders are packed professionally, correctly, and with care.

Of course our days are still busy, but our motivation comes from achieving a job well-done and knowing how much we're helping our customers, not from a stopwatch. Team building is also a high priority for us, and we hold several events, parties, lunches, book clubs, and happy hours all throughout the year. If you like playing bean bag toss, singing karaoke on a paddle boat, or enjoying a good meme (or even if you don't), you'll fit in just fine. Once you're here, you can also build a career in various roles if you want such as computer technician, salesperson, customer service specialist, or management.

Best of all, at FireFly you can feel good about the work you do. The devices you pack and ship are used by schools all across the country to put more computers in the hands of more students across all demographics. We're constantly finding ways to make our customers' lives better, and no matter where you work at FireFly Computers your ideas are always listened to and valued. We hope you'll join us in building our success.



AWARDS

- Inc. Magazine “Best Workplaces” Award
- Inc. 5000 “Fastest Growing Private Companies in America” 2016, 2017, 2018
- Minneapolis/St. Paul Business Journal “Fast 50”

ABOUT FIREFLY

FireFly Computers is a young, exciting and quickly growing technology company focused on promoting and supporting 1-to-1 computing in K-12 education. Our products and services make it easy for schools to manage and maintain the full lifecycle of their devices. Not only do we have great prices on Chromebooks and PCs, we also supply innovative and time-saving solutions that include device setup, configuration, management, training, technical support, warranty repair, self-repair, content filtering, buy-back, and more.

JOB DESCRIPTION

- Picking orders and/or items for technical department
- Maintain accurate records of correspondence and action items within the company databases for each transaction
- Facilitate and track internal and vendor RMA processing with necessary departments and vendors
- Unpack, inspect, document and distribute returned merchandise to the proper locations for processing
- Assist with product inventory and maintain accurate barcode scanning reports for inbound and outbound products
- help Operations and Technical Teams with warehouse duties, inventory control and shipping tasks
- Other job-related duties as needed

REQUIRED SKILLS

- Excellent interpersonal skills
- Patience and a genuine interest in helping people
- Positive attitude and focus on solutions instead of problems
- Ability to excel as part of a team
- Interest and passion for technology
- Excellent oral and written communication skills
- Ability to lift 50 lbs. unassisted
- High School Diploma or equivalent

PREFERRED SKILLS

- Experience with Microsoft Office applications
- Customer Service experience
- Knowledge or experience with computing technology
- Creative thinking

HOURS:

- Full Time
- M-F, 8:30 a.m. -- 5:00 p.m. (flexible)

BENEFITS:

- Medical Coverage
- 401(k)
- Paid Vacation
- Paid Holidays

FireFly Computers is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions,



and other conditions of employment against any employee or job applicant on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

Apply online at <http://fireflycomputers.com/careers/>