

YANKEE CANDLE®

Employment Opportunities

Updated as August 15, 2019

Below is a list of current open positions. Please direct applicants to apply directly online through,

www.yankeecandle.com/careers

SUPPLY CHAIN OPPORTUNITIES

Color Specialist 2nd Shift Internal & External Search

DEPARTMENT: Manufacturing
BUILDING: YCP - Manufacturing
HOURS: 2nd Shift, Monday – Friday 2:00pm – 10:00pm
STATUS: Non-Exempt, Full-time

Job Summary:

The Color Specialist coordinates the completion of batches in a timely fashion to meet scheduling needs of the production floor, as established by the Job Flow team. Works closely with the Wax Prep Specialists providing component review, color review, and final authorization of scent time to ensure a quality product.

Responsibilities:

- Coordinates the completion of all batches with the Senior Machine Operators to ensure minimum dwell time and continuous filling operation.
- Covers areas (rotation basis) requiring specificity and detailed accuracy, such as the Spectro Room (color analysis/approval of all batches) and the Dye room (metering of all dye formulas).
- Provide visual color approval when necessary. (Passing Color Test Required) Review documentation for accuracy. Use prioritization to cover multiple areas when necessary, communicating clearly to team.
- Acts as area leader on the floor. Assign resources as required to ensure their most efficient use including materials, labor, and equipment. Maintain close connection with Production team to ensure Work is being completed in the most effective manner. Maintain a smooth flow of work in the area and a keen awareness of the pace of the production line. Initiate conversations when situations appear to have varied from the current understanding. Complete reporting as required

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language
- Ability to stand for 8 plus hours and able to lift up to 40 pounds on a frequent basis
- Good working knowledge of basic arithmetic and the ability to calculate percentages

Preferred Qualifications:

- Previous experience in a manufacturing environment
- Basic knowledge of computers a plus

Color Specialist 6th Shift
Internal & External Search

DEPARTMENT: Manufacturing
BUILDING: YCP - Manufacturing
HOURS: 12 hour nights rotating schedule 5:45 PM – 6:00 AM
STATUS: Non-Exempt, Full-time

Job Summary:

The Color Specialist coordinates the completion of batches in a timely fashion to meet scheduling needs of the production floor, as established by the Job Flow team. Works closely with the Wax Prep Specialists providing component review, color review, and final authorization of scent time to ensure a quality product.

Responsibilities:

- Coordinates the completion of all batches with the Senior Machine Operators to ensure minimum dwell time and continuous filling operation.
- Covers areas (rotation basis) requiring specificity and detailed accuracy, such as the Spectro Room (color analysis/approval of all batches) and the Dye room (metering of all dye formulas).
- Provide visual color approval when necessary. (Passing Color Test Required) Review documentation for accuracy. Use prioritization to cover multiple areas when necessary, communicating clearly to team.
- Acts as area leader on the floor. Assign resources as required to ensure their most efficient use including materials, labor, and equipment. Maintain close connection with Production team to ensure Work is being completed in the most effective manner. Maintain a smooth flow of work in the area and a keen awareness of the pace of the production line. Initiate conversations when situations appear to have varied from the current understanding. Complete reporting as required

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language
- Ability to stand for 8 plus hours and able to lift up to 40 pounds on a frequent basis
- Good working knowledge of basic arithmetic and the ability to calculate percentages

Preferred Qualifications:

- Previous experience in a manufacturing environment
- Basic knowledge of computers a plus

Machine Operator 2nd Shift
Internal & External Search

DEPARTMENT: Manufacturing
BUILDING: YCP - Manufacturing
HOURS: 2nd Shift, Monday – Friday 2:00pm – 10:00pm
STATUS: Non-Exempt, Full-time

Job Summary:

Since we opened our first manufacturing plant in 1973, employees have been the pillar of our success. From hand-making candles through running high technical machines, passion, talent and dedication among our employees has driven us to the success we share today.

The Machine Operator is responsible for running equipment and troubleshooting, following schedules and calculating formulas. In this role, the Machine Operator will need to exercise good judgment to comply with instructions and standard procedures. The successful candidate will need to use automated and manual equipment including: basic hand tools, temperature gauges, wax tanks, pumps, hoses and packaging equipment.

Responsibilities:

- Ability to troubleshoot and to problem solve equipment.
- Produce product at specific rates for each piece of machinery while maintaining quality standards.

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language
- Ability to stand for 8 plus hours and able to lift up to 20 pounds on a frequent basis
- Good working knowledge of basic arithmetic and the ability to calculate percentages

Preferred Qualifications:

- Previous machine operator experience in a manufacturing environment
- Basic knowledge of computers a plus
- Ability to problem solve

Machine Operator 3rd Shift
Internal & External Search

DEPARTMENT: Manufacturing
BUILDING: YCP - Manufacturing
HOURS: 3rd Shift, Sunday – Thursday 10:00pm – 6:00am
STATUS: Non-Exempt, Full-time

Job Summary:

The Machine Operator is responsible for running equipment and troubleshooting, following schedules and calculating formulas. In this role the Machine Operator will need to exercise good judgment to comply with instructions and standard procedures. The successful candidate will need to use automated and manual equipment including: basic hand tools, temperature gauges, wax tanks, pumps, hoses and packaging equipment.

Key Responsibilities:

- Ability to troubleshoot and problem solve equipment.
- Produce product at specific rates for each piece of machinery while maintaining quality standards.

Minimum Qualifications:

- High school diploma or equivalent.
- Ability to read and write in the English language.
- Ability to stand for 8 plus hours and able to lift up to 20 pounds on a frequent basis.
- Good working knowledge of basic arithmetic and the ability to calculate percentages.

Preferred Qualifications:

- Previous machine operator experience in a manufacturing environment.
- Basic knowledge of computers a plus.
- Ability to problem solve.

Machine Operator 5th Shift
Internal & External Search

DEPARTMENT: Manufacturing
BUILDING: YCP - Manufacturing
HOURS: 5th Shift, 5:45am – 6:00pm (2 on, 2 off, 3 on, 2 off, 2 on, 3 off)
STATUS: Non-Exempt, Full-time

Job Summary:

Specific responsibilities include running equipment and troubleshooting, following schedules and calculating formulas, exercising good judgment to comply with instructions and standard procedures. Will need to be knowledgeable in using automated and manual equipment including: basic hand tools, temperature gauges, wax tanks, pumps, hoses and packaging equipment.

Minimum Requirements:

- Previous machine operation experience in a manufacturing environment required for Machine Operator position.
- Good analytical skills to troubleshoot and problem solve equipment.
- Expectation to produce product at specific rates for each piece of machinery while maintaining quality standards.
- Ability to exert physical effort up to 40% of the time for weights up to 60 lbs.
- Be an effective team player, as well as have the ability to work independently.
- A good working knowledge of basic arithmetic and the ability to calculate percentages.
- Strong attention to detail a must.
- Basic knowledge of computers a plus.

Flexibility in work schedule is also required for possible overtime, work on holidays, weekends and extended hours with minimal notice and as required by operational need.

Machine Operator 6th Shift
Internal & External Search

DEPARTMENT: Manufacturing
BUILDING: YCP - Manufacturing
HOURS: 6th Shift, 5:45pm – 6:00am (2 on, 2 off, 3 on, 2 off, 2 on, 3 off)
STATUS: Non-Exempt, Full-time

Job Summary:

Specific responsibilities include running equipment and troubleshooting, following schedules and calculating formulas, exercising good judgment to comply with instructions and standard procedures. Will need to be knowledgeable in using automated and manual equipment including: basic hand tools, temperature gauges, wax tanks, pumps, hoses and packaging equipment.

Minimum Requirements:

- Previous machine operation experience in a manufacturing environment required for Machine Operator position.
- Good analytical skills to troubleshoot and problem solve equipment.
- Expectation to produce product at specific rates for each piece of machinery while maintaining quality standards.
- Ability to exert physical effort up to 40% of the time for weights up to 60 lbs.
- Be an effective team player, as well as have the ability to work independently.
- A good working knowledge of basic arithmetic and the ability to calculate percentages.
- Strong attention to detail a must.
- Basic knowledge of computers a plus.

Flexibility in work schedule is also required for possible overtime, work on holidays, weekends and extended hours with minimal notice and as required by operational need.

Maintenance Worker, Part-Time
Internal & External Search

DEPARTMENT: Maintenance
HOURS: Saturday & Sunday, 6:00am – 4:00pm
STATUS: Non-Exempt, Full-time

Job Summary:

The Maintenance Worker will perform a variety of custodial duties to maintain Yankee Candle Company's physical facilities in an orderly and habitable condition both indoors and outdoors.

Responsibilities:

- Daily routine custodial work (trash removal, cleaning bathrooms, floor care, etc.)
- Minor building maintenance (light plumbing, patching walls, paint touch-ups, hanging objects, etc.)
- Seasonal work (snow removal, raking, lawn maintenance, etc)
- Support the distribution center but can include other local campus buildings, grounds and parking lots

Qualifications:

- High school diploma or equivalent work experience required
- Ability to read and write in the English language is required
- Steel toed boots are required
- Ability to stand for 8 plus hours and able to lift up to 60 pounds on a frequent basis (A post-offer physical assessment will be conducted due to the high level of physical demand required for this position)

Preferred Qualifications:

- Light plumbing a plus
- Experience to operate power equipment such as golf carts, lawn tractors, and snow blowers strongly preferred

Maintenance Technician
Internal & External Search

DEPARTMENT: Mechanical
BUILDING: YCP - Manufacturing
HOURS: 1st Shift Sunday – Thursday 5:30AM – 2:00PM
1st Shift Tuesday – Saturday 5:30AM – 2:00PM
STATUS: Non-Exempt, Full-time

Job Summary:

Come join our Mechanical Team! If you have certification or training in the area of mechanical technology or if you have experience fixing machines or cars, and have an aptitude for reading mechanical drawings and using modern diagnostic equipment, this is the perfect opportunity for you!

The Maintenance Technician is focused on maintenance, modifications and new installations of equipment and mechanical systems within the Yankee Candle manufacturing facility. This position will service manufacturing equipment by performing general maintenance, inspections, necessary repairs, and troubleshooting tasks.

Key Responsibilities:

- Communicates and works directly with engineering on repairs/diagnostics and equipment modifications.
- Maintains all plant and production equipment by using analytical troubleshooting specifically of mechanical components and systems. Inspects equipment, structures, or materials to identify root cause of errors or other problems or defects. Makes repairs based on inspection/analytical trouble shooting.
- Leads, manages and plans complex equipment installations.
- Trains and mentors appropriate individuals within manufacturing facility.
- Displays high level of understanding of mechanics, mechanical systems and robotics to diagnose complicated problems.
- Works with electrical technicians and assists with electronic and mechanical repairs or diagnostics of machinery and systems. This may include electronic repairs as well as mechanical.
- Installs components, units and mechanical devices following specifications.
- Uses a basic understanding of mechanics, mechanical systems and robotics to diagnose problems.
- Uses hand, power, and pneumatic tools as well as electronic testing equipment.
- With assistance, fabricates or modifies mechanical components, jigs and test fixtures under direction or from supplied sketches, drawings or blueprints. Utilizing complex machining and machine tool setups including but not limited to MIG, TIG Arc Welding, equipment rigging procedures, industrial piping and other mechanical installations.

Minimum Qualifications:

- Degree from a Technical HS mechanical technology or equivalent certification or Equivalent Experience.
- 2 – 7 years of related maintenance experience.
- Ability to stand for 8 plus hours and able to lift up to 60 pounds on a frequent basis.
- Must be able to read and follow complicated mechanical parts, diagrams and blueprints.
- Knowledge and use of hand tools, machine tools and various other analytical devices for troubleshooting mechanical systems.

Preferred Qualifications:

- Experience working in an industrial equipment repair and maintenance environment.
- Solid computer skills and be able to use Microsoft Windows, Excel, & Word.
- Previous working experience with CMMS.

Maintenance Technician, Weekend Nights

Internal & External Search

| | |
|--------------------|---|
| DEPARTMENT: | Mechanical |
| BUILDING: | YCP - Manufacturing |
| HOURS: | Weekend Nights, Friday & Monday 5:30pm – 2:00am, Saturday & Sunday 5:30pm – 6:00am |
| STATUS: | Non-Exempt, Full-time |

Job Summary:

Come join our Mechanical Team! If you have certification or training in the area of mechanical technology or if you have experience fixing machines or cars, and have an aptitude for reading mechanical drawings and using modern diagnostic equipment, this is the perfect opportunity for you!

The Maintenance Technician is focused on maintenance, modifications and new installations of equipment and mechanical systems within the Yankee Candle manufacturing facility. This position will service manufacturing equipment by performing general maintenance, inspections, necessary repairs, and troubleshooting tasks.

Key Responsibilities:

- Communicates and works directly with engineering on repairs/diagnostics and equipment modifications.
- Maintains all plant and production equipment by using analytical troubleshooting specifically of mechanical components and systems. Inspects equipment, structures, or materials to identify root cause of errors or other problems or defects. Makes repairs based on inspection/analytical trouble shooting.
- Leads, manages and plans complex equipment installations.
- Trains and mentors appropriate individuals within manufacturing facility.
- Displays high level of understanding of mechanics, mechanical systems and robotics to diagnose complicated problems.
- Works with electrical technicians and assists with electronic and mechanical repairs or diagnostics of machinery and systems. This may include electronic repairs as well as mechanical.
- Installs components, units and mechanical devices following specifications.
- Uses a basic understanding of mechanics, mechanical systems and robotics to diagnose problems.
- Uses hand, power, and pneumatic tools as well as electronic testing equipment.
- With assistance, fabricates or modifies mechanical components, jigs and test fixtures under direction or from supplied sketches, drawings or blueprints. Utilizing complex machining and machine tool setups including but not limited to MIG, TIG Arc Welding, equipment rigging procedures, industrial piping and other mechanical installations.

Minimum Qualifications:

- Degree from a Technical HS mechanical technology or equivalent certification or Equivalent Experience.
- 2 – 7 years of related maintenance experience.
- Ability to stand for 8 plus hours and able to lift up to 60 pounds on a frequent basis.
- Must be able to read and follow complicated mechanical parts, diagrams and blueprints.
- Knowledge and use of hand tools, machine tools and various other analytical devices for troubleshooting mechanical systems.

Preferred Qualifications:

- Experience working in an industrial equipment repair and maintenance environment.
- Solid computer skills and be able to use Microsoft Windows, Excel, & Word.
- Previous working experience with CMMS.

Stockhandler – 6th Shift
Internal & External Search

DEPARTMENT: Logistics
LOCATION: Whately, MA
HOURS: 12 hour nights, rotating schedule, 5:45pm – 6:00am
STATUS: Non-Exempt, Full-time

Job Summary:

The Material Handler position is responsible for performing various manual and mechanical duties to move a variety of raw materials throughout an assigned work center. The Stockhandler may be required to perform other functions to support manufacturing as necessary.

Responsibilities:

- Ability to drive power equipment and become certified in forklift operation.
- Willingness and ability to operate various types of powered equipment, (i.e. turret, pacer, rider jack, reach truck, etc.), hand trucks, and related manual equipment.
- Operate electric and motorized material handling equipment for storing and retrieving raw materials.
- Perform physical inventory counts and recording inventory totals.

Qualifications:

- High school diploma or equivalent work experience
- Ability to read and write in the English language
- Steel toed boots are required
- Ability to stand for 8 plus hours and able to lift up to 40 pounds on a frequent basis
- Demonstrate strong math capabilities are required in order to perform physical inventory counts

Preferred Qualifications:

- Prior warehousing experience
- Experience operating material handling equipment
- Ability to use a 2-way radio
- Experience using RF scanning equipment
- Experience with Oracle

Seasonal Order Processor 1st, 2nd and 3rd Shift
Internal & External Search

DEPARTMENT: Logistics
LOCATION: South Deerfield, MA
HOURS: 1st Shift Monday – Friday 6:00am – 2:00pm
2nd shift Monday – Friday 2:00pm – 10:00pm
3rd shift Sunday – Thursday 10:00pm – 6:00am
STATUS: Seasonal Non-Exempt, Full-time

Job Summary:

The Seasonal Order Processor will perform a variety of manual operations to expected productivity standards in support of the functions within the Order Fulfillment Department. The Seasonal Order Processor will ensure accurate order fulfillment processing while maintaining a safe, healthy and productive work environment.

Responsibilities:

- Order Picking, Auditing, Ticketing, Checking and Packing of standard orders.
- Flexibility to work in a variety of areas is essential. There is a rotation within the work centers.
- Interpret labels, inventory sheets and other related printed information, as well as to ensure picking the appropriate product.

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language is required
- Ability to stand for 8 plus hours and able to lift up to 20 pounds on a frequent basis

Preferred Qualifications:

- Basic knowledge of computers is a plus
- Previous experience using an electronic scanning gun (RFGun)
- Prior distribution, and/or warehouse experience

- Prior distribution, and/or warehouse experience

Seasonal Warehouse Worker 1st, 2nd and 3rd Shift
Internal & External Search

DEPARTMENT: Logistics
LOCATION: South Deerfield, MA
HOURS: 1st Shift Monday - Friday 6:00am – 2:00pm
2nd shift Monday – Friday 2:00pm – 10:00pm
3rd shift Sunday – Thursday 10:00pm – 6:00am
STATUS: Seasonal Non-Exempt, Full-time

Job Summary: Seasonal Warehouse Worker 1st shift

The Seasonal Warehouse Worker will perform various duties within the standard operating procedures to ensure accurate Restocking, and Shipping processes to meet the department's mission of providing excellent and on time customer service.

Responsibilities:

- Documents and takes inventory to insure accuracy.
- Retrieves and stocks materials and product to support the building.
- Prepares parcel and freight shipments for pick-up.
- Rotates through the shipping area, receiving direction from the merge operator.

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language
- Steel toed boots are required
- Ability to stand for 8 plus hours and able to lift up to 60 pounds on a frequent basis. (A post-offer physical assessment will be conducted due to the high level of physical demand required for this position)
- Basic computer skills

Preferred Qualifications:

- Prior warehousing experience
- Experience using an RF scanning gun
- Ability to use a 2-way radio
- Experience operating material handling equipment
- Previous experience with Oracle

Seasonal Weekend Order Processor
Internal & External Search

DEPARTMENT: Logistics
LOCATION: South Deerfield, MA
HOURS: Saturday and Sunday 6:00am – 4:00pm
STATUS: Seasonal Non-Exempt, Part-time

Job Summary:

The Seasonal Weekend Order Processor will perform a variety of manual operations to expected productivity standards in support of the functions within the Order Fulfillment Department. The Seasonal Weekend Order Processor will ensure accurate order fulfillment processing while maintaining a safe, healthy and productive work environment.

Responsibilities:

- Order Picking, Auditing, Ticketing, Checking and Packing of standard orders.
- Flexibility to work in a variety of areas is essential. There is a rotation within the work centers.
- Interpret labels, inventory sheets and other related printed information, as well as to ensure picking the appropriate product.

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language is required
- Ability to stand for 8 plus hours and able to lift up to 20 pounds on a frequent basis

Preferred Qualifications:

- Basic knowledge of computers is a plus
- Previous experience using an electronic scanning gun (RFGun)
- Prior distribution, and/or warehouse experience

Seasonal Weekend Warehouse Worker
Internal & External Search

DEPARTMENT: Logistics
LOCATION: South Deerfield, MA
HOURS: Saturday and/or Sunday times vary
STATUS: Seasonal Non-Exempt, Part time

Job Summary:

The Seasonal Warehouse Worker will perform various duties within the standard operating procedures to ensure accurate Restocking, and Shipping processes to meet the department's mission of providing excellent and on time customer service.

Responsibilities:

- Documents and takes inventory to insure accuracy.
- Retrieves and stocks materials and product to support the building.
- Prepares parcel and freight shipments for pick-up.
- Rotates through the shipping area, receiving direction from the merge operator.

Qualifications:

- High school diploma or equivalent
- Ability to read and write in the English language
- Steel toed boots are required
- Ability to stand for 8 plus hours and able to lift up to 60 pounds on a frequent basis. (A post-offer physical assessment will be conducted due to the high level of physical demand required for this position)
- Basic computer skills

Preferred Qualifications:

- Prior warehousing experience
- Experience using an RF scanning gun
- Ability to use a 2-way radio
- Experience operating material handling equipment
- Previous experience with Oracle

Seasonal Part-Time Retail Sales Associate

Internal & External Search

DEPARTMENT: Retail – Yankee Candle Flagship Store
LOCATION: South Deerfield, MA
HOURS: Varied 10:00am – 6:00pm
STATUS: Seasonal Non-Exempt, Part Time

Job Summary:

Provide general customer assistance in a timely and courteous manner within assigned store section. Greet customers in a pleasant and friendly manner. Maintain current knowledge of product, merchandise, store and company information in order to provide high quality and informed customer assistance. Offer assistance with merchandise selections, suggesting complimentary items, colors, candle types, scents, accessories, etc. to meet customer's apparent needs. Refer customer to sales staff for personalized assistance as appropriate. Provide a fun and interactive shopping experience.

Minimum Requirements:

- Safety Awareness and thorough knowledge of lifting procedures. Ability to lift 25 to 35 pounds from floor to waist level on a regular basis.
- Demonstrated ability to provide excellent customer service and a variety of customer assistance and information. Previous Retail or Customer Service experience is preferred.
- Ability to operate computerized cash register system.
- Demonstrated ability to assist with any store cleaning/restocking to keep store appearance at expected levels.
- Great attitude and willingness to learn.
- Strong attention to detail and excellent communication skills are required.
- Ability to work independently as well as in a team.
- Flexibility to work later hours in the evening is required when our retail store hours increase.

Hours:

Various hours and days.

Flexibility in work schedule is also required for possible overtime, work on holidays, and extended hours with minimal notice and as required by operational need. Must be available on Saturdays. We offer time-and-a-half for all Sundays and holidays worked.

Seasonal Fulltime Retail Restocker 1st and 2nd Shift
Internal & External Search

DEPARTMENT: Retail – Yankee Candle Flagship Store
LOCATION: South Deerfield, MA
HOURS: 1st Shift Days and Hours Vary
2nd Shift Days and Hours Vary
STATUS: Seasonal Non-Exempt, Full-time

Job Summary:

The Seasonal Retail Restocker will perform a variety of manual and sales duties, primarily in support of the operations of the Yankee Candle Village Store

Key Responsibilities:

- Guest Service
- Restocking displays
- Pricing and ordering merchandise
- Counting and restocking both Yankee and non-Yankee merchandise

Minimum Qualifications:

- Clear understanding of high quality customer service and sales philosophies, and ability to provide this service in a retail setting required
- Ability to relate well to others using communication, interpersonal and related skills.
- Ability to relate well to others using communication, interpersonal and related skills.
- Safety Awareness and thorough knowledge of lifting procedures. Ability to exert physical effort to move weights up to 40 lbs. on a frequent basis and heavier weights on an occasional basis.
- Ability to use manual equipment such as U-boats, carts, etc. to move product, and to climb stairs and ladders to store, retrieve, and move stock.

Preferred Qualifications:

- Previous restock experience

Seasonal Part-Time Retail Restocker

Internal & External Search

DEPARTMENT: Retail – Yankee Candle Flagship Store
LOCATION: South Deerfield, MA
HOURS: 1st Shift Hours Saturday and Sunday will Vary
STATUS: Non-Exempt, Part-time

Job Summary:

The Seasonal Retail Restocker will perform a variety of manual and sales duties, primarily in support of the operations of the Yankee Candle Village Store

Key Responsibilities:

- Guest Service
- Restocking displays
- Pricing and ordering merchandise
- Counting and restocking both Yankee and non-Yankee merchandise

Minimum Qualifications:

- Clear understanding of high quality customer service and sales philosophies, and ability to provide this service in a retail setting required
- Ability to relate well to others using communication, interpersonal and related skills.
- Ability to relate well to others using communication, interpersonal and related skills.
- Safety Awareness and thorough knowledge of lifting procedures. Ability to exert physical effort to move weights up to 40 lbs. on a frequent basis and heavier weights on an occasional basis.
- Ability to use manual equipment such as U-boats, carts, etc. to move product, and to climb stairs and ladders to store, retrieve, and move stock.

Preferred Qualifications:

- Previous restock experience

Seasonal Fundraising Order Processing Clerk
Internal & External Search

DEPARTMENT: Fundraising
LOCATION: Chicopee, MA
HOURS: 1st shift Monday – Friday 8:30am – 5:00pm
STATUS: Seasonal Non-Exempt, Full-time

Job Summary:

The Fundraising Order Processing Clerk will assist and support a wide variety of responsibilities such as receiving materials, verifying their purpose, packet/brochure fulfillment, order shipping, etc. all within our Fundraising and Customer Service Department.

Key Responsibilities:

- The ideal person will keep track and prioritize ones work load all while keeping accurate records of when packet materials are received and shipped in the event of misplaced or lost packets, in a timely fashion.
- Additional responsibilities will sometimes be reading, and entering data accurately into computer, with use of keyboard both alpha and numeric entry.
- A self-starter with ability to follow directions with minimum supervision.
- General knowledge of office procedures and equipment who has expressed attention to detail and consistency / accuracy in data entry whenever possible.

Minimum Qualifications:

- High school diploma or equivalent, 6 months related experience.
- Ability to read and write in the English language.
- Assist with the organization and packing of sales packets as necessary.
- General office work to include: logging orders, tallying orders and filing.

Preferred Qualifications:

- Familiarity with computers, relevant Windows application.
- Attention to detail and accuracy.

Newell Brands (NASDAQ: NWL) is a leading global consumer goods company with a strong portfolio of well-known brands, including Paper Mate®, Sharpie®, Dymo®, EXPO®, Parker®, Elmer's®, Coleman®, Marmot®, Oster®, Sunbeam®, FoodSaver®, Mr. Coffee®, Graco®, Baby Jogger®, NUK®, Calphalon®, Rubbermaid®, Contigo®, First Alert®, and Yankee Candle®. For hundreds of millions of consumers, Newell Brands makes life better every day, where they live, learn, work and play.

Property & Guest Services Worker
Internal & External Search

DEPARTMENT: Retail
LOCATION: South Deerfield, MA
HOURS: Part Time Saturday and Sunday 6:00 AM – 4:30 PM
Part Time Saturdays ONLY 3:00PM – 11:30PM
Full Time Friday, Saturday and Sunday 3:00PM – 11:30PM and Monday 11:00AM-7:30PM
STATUS: Non-Exempt, Part Time & Full Time

Job Summary:

The Property & Guest Service Worker will provide excellent customer service by way of sales, product restock, advice, information, and assistance to our guests.

Key Responsibilities:

- Cleaning restrooms and minor maintenance work to maintain YCS as a clean and pleasant environment for both guests and YCC staff Ability to work independently as well as a team.

Minimum Qualifications:

- High school diploma or equivalent
 - Ability to read and write in the English language
 - A valid driver's license and a good driving record required
 - Ability to safely operate a variety of power tools such as drills, saws, and etc., as well as common hand tools such as wrenches, screwdrivers, and hammers
 - Ability to drive and or operate power equipment such as All Terrain vehicles, lawn tractors, and snow blowers.
 - Experience in maintaining a professional floor care program including VCT, Marmoleum and Carpet
- Ability to stand for 8 plus hours and able to lift up to 60 pounds on a frequent basis

Preferred Qualifications:

- Previous maintenance
- Previous customer service experience

Seasonal Part-Time Shuttle Van Driver
Internal & External Search

DEPARTMENT: Retail
LOCATION: South Deerfield, MA
HOURS: Saturday and Sunday, 5:30AM – 2:00 PM
STATUS: Seasonal Non-Exempt Part Time

Job Summary:

The Property & Guest Service Worker will provide excellent customer service by way of sales, product restock, advice, information, and assistance to our guests.

Key Responsibilities:

- Provide excellent customer service and a variety of customer assistance and information
- Safe operation and transport of all employees and guests from one location to another
- Immediate reporting of any and all vehicle accidents mechanical issues, Etc.
- Assist in periodic assistance in traffic direction
- Assist in cleaning of break areas as well as surrounding exterior grounds

Minimum Qualifications:

- High school diploma or equivalent
- Valid drivers license and good driving record
- Strong communication and interpersonal skills

Preferred Qualifications:

- Previous experience in a customer service setting

CORPORATE OPPORTUNITIES

Associate Product Engineer Internal & External Search

LOCATION: South Deerfield
STATUS: Exempt, Full-Time

Job Summary:

The Associate Product Engineer will be responsible for executing new product development (NPD) projects for both new and existing products while working within a cross-functional team. This position will participate in the engineering efforts for NPD projects from conception through production launch. You will ensure the product meets or exceeds expectations from a cost, timing, and specification standpoint while working with Marketing, Industrial Design, Manufacturing, Quality, and Supply Chain.

Responsibilities:

- Applies a basic understanding of how design influences product cost at the component and sub-assembly level to meet defined cost targets.
- Recommends and presents solutions and opportunities in forums to encourage ideation and technical sharing.
- Reviews relevant competitive products and patents to provide benchmarking and analysis of technical specifications.
- Utilizes statistical analysis to ensure high quality and product performance that exceed consumer expectations
- Partners with quality to ensure ongoing quality conformance for new products.
- Assists in DFMEA, PFMEA, root cause analysis, lean process, and kaizan events for existing product lines.
- Assists in test development, researches testing tools, techniques, processes, and strategies
- Assists in writing technical specifications and maintaining documentation for the development and implementation of new products
- Interprets, explains, and influences engineering drawings
- Develops optimal product test plans to validate design. Analyzes test results to provide data for use in solving problems.
- Summarizes complex technical concepts in simple, clear language appropriate to the audience to gain alignment.
- Applies a basic understanding of product specifications, material selection, manufacturing processes, cost constraints, regulatory and legal landscape (intellectual property) to drive high quality, sustainable, and efficient NPD.
- Recommends architecture of products and is accountable for a subset of the system to ensure robust end product designs.
- Some travel may be required.

Key Qualifications:

- Bachelor's degree in Mechanical, Electrical, Material, or Software Engineering required
- 0 – 2 years of product development experience preferred
- Strong knowledge of problem solving techniques and methodologies
- Previous hands on prototyping/design validation model building knowledge preferred
- Demonstrates strong Static/Dynamic analytical skills.
- Previous CAD modeling experience (Creo preferred) a plus
- Candidate must be able to work as a team player and have demonstrated leadership ability.
- Strong interpersonal, communication and project management skills. Excellent presentation skills required, along with superior organization and attention to detail.