

## WHO ARE WE AND WHAT DO WE DO?

At SunModo, we believe in the innate human nature to improve the world and support the growth of those around us. Our culture is open, forward moving, innovative, and energized. We give people the opportunity to be their best and do their best work in a fast paced, collaborative, and creative environment. This is a place where people with purpose, mastery, and internal drive are met with tremendous growth potential, for themselves and our rapidly growing solar industry. As a manufacturer of solar racking solutions, we've created a loyal following because of our unparalleled robust product offerings, and attention to professional service. Our corporate mission is to drive down the total cost of solar installation, and we accomplish that with the best talent in the PV industry. We know that smart, accomplished people are the reason for our success. It is because of our team members we've been providing the best mix of quality and low-cost products to the market. The question is, will you be the next one to join our exciting company?

## WHAT IS THE IMPACT OF THIS POSITION?

We are growing in a fast-paced solar industry and are looking to fill a new position in a warehouse in Connecticut to better serve our eastern region customers and outside sales persons. This diverse role will be responsible for order fulfillment, incoming and outgoing shipping, and light fabrication. You will also provide support to the Outside Sales team to ensure they remain focused on securing new business. You have a mechanical mind to be able to understand racking systems and the corresponding components. And yes, you will be lifting, moving, squatting, climbing, and other physical requirements that this position demands. Being on time and very dependable defines you, as well as have a passion for continuous improvement and customer loyalty.

## ON ANY GIVEN DAY, YOU COULD BE DOING THESE THINGS:

- Pull sales order, assemble, package, sort, and ship for the same day or next day deliveries.
- Verify the outbound paperwork and ensure all products are properly counted and packed for shipping.
- Unload and inspect the incoming products. Work with Operation Managers to ensure all products received are properly identified and meet quality requirements.
- Operate a forklift in the warehouse to load/unload trucks and move inventory.
- Conduct inventory counts, sorting and packaging.
- Clean up and organize warehouse.
- Support outside sales, including product information, project layout, bill of material assessment, product application review, sales order generation, and timely follow-up.
- Review sales orders for operational issues, errors and fulfillment.
- Interacting with team on behalf of the customer.
- Record customer contact information, opportunity details, and other information as necessary.
- Other tasks as directed by management.

## WHAT DO WE EXPECT FROM YOU?

### Knowledge

- Associates degree or Vocational degree a plus.
- At least 2 years' experience in warehouse
- A high proficiency and working knowledge of inventory and fulfillment software; QuickBooks is a plus.
- Forklift operator certificate a plus.
- Safety training certificate.
- Extreme proficiency in MS software, including Outlook, Word, Excel and PowerPoint.

## ATTRIBUTES

- Excellent critical thinking skills to make good decisions (and thrives) in a fast-moving environment.
- Ability to adapt to a rapidly changing industry and environment.
- Excellent analytical, detailing communication skills with demonstrated ability to write and speak persuasively with sound lines of reasoning and ability to communicate technical issues to a non-technical audience.
- Highly organized and unbelievable follow-up and follow-through.
- Strong advocacy and persuasion skills.
- Passion for solving difficult problems with creative and novel solutions.
- Ability to perform under pressure, work with a wide variety of constituents and meet deadlines.
- Requires a minimum of supervision and is capable of strategically prioritizing multiple tasks.
- Approach to work that is positive, solution-oriented, optimistic and enthusiastic.
- Highly intuitive, shows initiative, has a servants heart, is well rounded and balanced, and strong work ethic.

## WHAT CAPACITY IS NECESSARY TO DO THIS JOB?

These physical demands are representative of the physical requirements necessary for an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable people with disabilities to perform the described essential functions of the job.

While performing the responsibilities of this job, the employee is required to talk and hear. The employee is often required to sit, and will typically throughout the day use their hands and fingers, to handle or feel. The employee is required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch or crawl, and lift and move up to 100 pounds. Vision abilities required by this job include close vision. The noise level in the warehouse area where you will be working most of the time consists of a high level of noise, and extreme noise around the fabrication area. The warehouse and fab area is not conditioned; it gets warm in the summer and cold in the winter.

## POSITION INCLUDES:

A generous benefits package including a platinum health insurance plan, short term disability insurance, holiday pay, vacation, 401K, profit sharing plan, a team environment with strong corporate values.

## TO APPLY:

Apply with your resume and thoughtful cover letter explaining why you are the right fit for the role and organization. Applicants only, please. SunModo is not accepting submissions from recruiters.

[employment@sunmodo.com](mailto:employment@sunmodo.com)

SunModo Corporation is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, gender identity or expression, religion, national origin, marital status, disability, veteran status, genetic information, or any other protected class. This position is subject to a 90-day probationary period.