



Job Title: Material Handler – Temporary Position

Position Location: Intematix Corporate Headquarters, Fremont, CA

Reports to: Production Control and Planning Manager

Intematix is looking for a Material Handler (Temporary Position), to join our team. Intematix develops and manufactures phosphor products that define the quality and reliability of LED solid-state lighting technologies. We offer the broadest range of phosphors, facilitating full spectrum LED solutions that radiate vivid, stable, attractive light. We draw on our expertise in phosphor to supply the ChromaLit remote phosphor light source collection. This breakthrough technology enables light fixture and light bulb manufacturers to exceed their goals for light quality, reliability and power efficiency. Intematix materials and components are found in a complete range of lighting products – from display to general lighting in commercial and residential applications – on a global scale.

This is a temporary assignment.

General Purpose/Objectives:

Performs manual and clerical duties related to shipping, inspecting, storing, issuing and delivering a variety of materials, equipment and supplies.

Essential Duties and Responsibilities:

- Input information into ERP system in an accurate and timely manner.
- Must have materials handling experience.
- Assist in inventory control activities in the warehouse.
- Organize and prepare materials for shipment.
- Communicate, track, and coordinate logistics with outside contract manufacturers.
- Provide reports to supervisor for all materials produced on a shift.
- Packages & inspects the final product for shipping.

Required Qualifications:

- High School Degree required
- General manufacturing knowledge
- Must be fluent in English
- Work well independently and detailed oriented.
- Good interpersonal and good communication skills (written and verbal)
- Demonstrated ability to complete projects in a timely manner
- Ability to multi-task
- Strong team orientation
- Knowledge of Microsoft Office Suite and proficiency in Data Entry.

- Must be able to lift up to 25 pounds.
- Willing to work overtime and weekends as needed.

Principals only! Send resumes to: Jobs@intematix.com