

GPA is the market leader in substrate solutions for offset, digital and wide format printing, with a comprehensive offering of pressure sensitive papers, films, laser labels, eco-friendly substrates, digital and specialty papers, and more. Our foundation is built on consistently delivering a wide variety of superior products at a great value. It is our continued focus on developing innovative solutions to our customers and their business, combined with the commitment to provide the best products in the marketplace that has positioned us as the industry leader.

GPA is currently seeking a Packaging Associate located in our McCook, IL Headquarters.

Primary Responsibilities

- Work with the production department to understand the production packaging schedule for each day and the quantities needing to be produced each day.
- Work to create boxes, stage skids, and prepare labels to ensure the packaging area is staged to receive and process scheduled product.
- Ensure that all packaging takes place in accordance with packaging, quantity, and quality standards for each particular product.
- When working on the production line, ensure all items are counted accurately, shrink wrapped in accordance with that stock's standards, labeled, and boxed appropriately.
- Maintain order status logs on the computer as well the daily KPI worksheet.
- Properly package, band, and wrap all skids in order to protect them in transit.
- Properly utilize various packaging equipment including but not limited to pallet jacks, jiggers, shrink wrapping machinery, corner board cutters, and strapping equipment in order to handle goods effectively.
- As assigned, work with the production supervisor to inspect returned stock for quality issues and repackage material as needed.
- Work to ensure a clean work area by emptying garbage as needed, moving unused skids to an alternate location, cleaning equipment, and sweeping work areas in accordance with daily and weekly housekeeping standards.
- Accurately and efficiently package product in accordance with quality and quantity specifications.
- Interact with GPA management, customer service, sales and other warehouse personnel in an efficient, accurate and professional manner while performing daily responsibilities.

Secondary Responsibilities:

- Alert GPA Management of any unsafe conditions or activities in or around the facility.
- Provide backup to other functions as assigned.

Position Requirements:

- High school diploma or GED preferred
- 0-2 years warehouse experience preferred
- Experience with an ERP inventory management system desired.
- Must be able to understand, speak, read, and write English
- Ability to lift and handle cartons weighing in excess of 70 pounds consistently throughout the day
- Cooperative - Pleasant with others on the job and displaying a good-natured, cooperative attitude.
- General computer skills,
- Detail oriented and organized
- Adaptability to changing demands



Resumes can be submitted by email to careers@gpa-innovates.com or by fax to (773) 847-2782. No phone calls please.

All post-offer candidates will be subject to the successful completion of a pre-employment background check and drug screen before they can begin employment.

GPA offers a competitive compensation package, medical, dental, 401(k), paid time off, and much more. Relocation is not available for this position.

GPA is an Equal Opportunity Employer and participates in E-Verify.

Voted Best Workplace in the Americas Winner for 10+ years by the Printing Industries of America.