

Job Description

Title: Warehouse Logistics Intern

Description:

Force Technology Solutions (Force Tech) is seeking a motivated and detail-oriented Warehouse Logistics Intern. This is a hands-on internship opportunity for individuals pursuing experience in warehouse operations, inventory management, and logistics within the audio, video, lighting, broadcast, and IT integration industries. The ideal candidate is eager to learn, thrives in an organized environment, and enjoys being part of a fast-paced team.

Force Tech is an engineering and quality-driven technology design/build company focused on professional audio, video, lighting, broadcast, IT, and control solutions. The day-to-day life of a Warehouse Logistics Intern could involve, but is not limited to, the following:

- Receiving, inspecting, and organizing incoming shipments
- Preparing and staging materials and equipment for projects
- Pulling and packing gear for deployment to job sites
- Tracking inventory using warehouse management tools
- Assisting with labeling, tagging, and kitting of equipment
- Supporting pickups and deliveries as needed
- Helping maintain a clean, safe, and efficient warehouse
- Performing tasks as assigned to support overall logistics success

Ideal Abilities:

- Interest in logistics, warehouse operations, or technology integration
- Strong organizational skills and attention to detail
- Comfortable lifting up to 50 lbs, operating pallet jacks, and working on feet for extended periods

- Basic computer proficiency; experience with inventory software a plus
- Ability to follow instructions and work both independently and collaboratively
- Punctual, reliable, and a positive team player
- Willing to learn Force Tech's inventory and job-site prep procedures
- Valid driver's license preferred

Secondary Duties:

When necessary, this position may be required to provide support in other areas of the company. Force Tech is a growing business and many of the employees fulfill multiple roles. No requested task should be considered beneath any employee when it comes to assisting in the bigger picture of the company.

Internship Details:

Start Time: Typically begins at 7:00 AM and ends by 4:00–5:00 PM

Location: Based out of the Greenfield office; some travel may be required

Duration: Internship term to be determined based on availability/school requirements

Compensation: Paid internship — hourly rate based on experience and availability

Transportation: Must have reliable transportation to job sites or office

Benefits of Internship:

- Real-world experience in logistics and warehouse operations
- Mentorship from experienced logistics coordinators and technicians
- Opportunities to gain industry-relevant skills and insights into AV/IT integration
- Potential for full-time employment upon successful completion