

Posting date: October 1, 2025

Position: Packing Specialist I – AM Shift

Reports to: Warehouse Supervisor

Location: Lakewood, Washington, USA

Remote work: No

Type: Part-Time (20 hours)

Shift: 9:00 AM – 1:00 PM, Mon-Fri

Job Summary: Packing Specialist – Board Games Shipping

We are seeking a detail-oriented and reliable Packing Specialist to join our fulfillment team, specializing in the safe and accurate packaging of board games, RPG products and books for shipment. This role is critical in ensuring that each order is delivered in pristine condition.

Key Responsibilities:

- Inspect products for damage and completeness before packing.
- Pack items securely using bubble wrap, foam inserts, cushion and custom-fit boxes as needed.
- Label packages accurately and prepare them for shipment according to carrier guidelines.
- Maintain a clean and organized packing station.
- Meet fulfillment deadlines and quotas.
- Use scan-to-pack equipment and software to ensure order accuracy.

Qualifications:

- High attention to detail and commitment to quality.
- Ability to follow packing procedures and safety standards.
- Experience in shipping, fulfillment, or warehouse operations preferred.
- Familiarity with hobby board game products is a plus.
- Understanding of both metric and imperial measurements.

Requirements:

- Reliable attendance is essential to maintain productivity and meet strict fulfillment deadlines.
- Strong math skills for counting components, verifying quantities, and managing inventory.
- Ability to lift and move packages up to 50 lbs.
- Capable of adapting to different types of fulfillment projects and client needs.
- Professional communication skills to collaborate with team members and supervisors.

Compensation

- \$16.66-\$18.00 per hour, depending on experience
- State and Federal mandated medical leave benefits
- 40 hours of Unpaid Time Off during the first year, available after 90 days of employment
- 40 hours of Paid Time Off after the first year, resets every year
- Opportunities to advance