Jobs in Idaho

Shipping, Receiving, and Traffic Clerks

NEXT STEPS IDAHO

What Is It?

Verify and maintain records on incoming and outgoing shipments. Prepare items for shipment. Duties include assembling, addressing, stamping, and shipping merchandise or material; receiving, unpacking, verifying and recording incoming merchandise or material; and arranging for the transportation of products. Excludes Stock Clerks and Order Fillers (43-5081) and Weighers, Measurers, Checkers, and Samplers, Recordkeeping (43-5111).

What Do They Typically Do?

- Getting Information
- Communicating with Supervisors, Peers, or Subordinates
- Documenting/Recording Information

Annual Income:

- Entry Level: $27,340
- Typical: $33,420
- Experienced: $39,790

Major Employers:

Manufacturing,Wholesale Trade,Retail Trade

What do I do next?

Learn about the job culture:

- Schedule at least one informational interview
- Conduct a job shadow, if possible
- Research available volunteer or intern opportunities

Prepare for training:

- Visit and call trade schools or colleges that offer a related program
- Research regional job openings at: idahoworks.gov

Explore all pathways to certification:

labor.idaho.gov/jobscape

Talk to your school counselor or advisor for more information

Get started today!

Ask about the career & technical programs at your school or nearby technical college.

Check out Idaho Digital Learning Academy for online opportunities: idahodigitallearning.org

For tips, tools, and resources to learn how your skills and interests can translate to a rewarding career, visit the Next Steps Idaho website.

www.NextSteps.Idaho.gov

IDAHO WORKFORCE DEVELOPMENT COUNCIL

Data provided by O*NET National Resource Center, onetcenter.org and Idaho Department of Labor

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