

Logistics Internship – Olivia, MN

K&M Manufacturing (K&M), a division of Great Northern Equipment (GNE), is seeking a candidate for a summer 2022 internship in our logistics department located at our distribution center in Olivia, MN. This position will focus on inventory management and distribution; however, there will be opportunities to gain exposure in safety, vendor relations, and light assembly. Additionally, there will be opportunities to coordinate with the other areas of the business such as marketing, sales, and accounting.

The ideal candidate will have experience and/or knowledge of distribution process and the Microsoft Office Suite. The position will be involved be hands on with inventory and candidate must be able to lift up to 20lbs on occasion.

This is a 32-40 hours per week position and the pay range is \$16-\$18 per hour depending on previous experience and education. Hours are Monday – Friday 8am – 5pm with some flexibility for earlier start/leave. Internship would tentatively run June – August. Work environment is casual and safety equipment is provided when required. This internship position is a seasonal position not eligible for benefits.

Some of the responsibilities will include:

- Create documentation for inbound and outbound shipments
- Support inventory cycle including receipts, movements, storage, shipments, and returns
- Production - labor and material resource planning
- Ad-hoc projects supporting our business
- End of program presentation to members of the management team

What you can expect from us:

- 10-week paid summer internship
- Meaningful project work that will provide value to you and the organization
- Assigned mentor to work with you one-on-one
- Interaction with other interns
- Ability to expand upon your education/knowledge with real-life hands-on career duties and systems use
- Ability to work on a team, as well as own individual responsibilities
- Exposure to leadership team

What we are seeking in an intern:

- Pursuing a bachelor's degree majoring in Supply Chain, Logistics, Operations, or Management
- Strong knowledge of Microsoft Office, especially Excel.
- Ability to communicate effectively, both orally and in writing, with a wide variety of business partners
- Previous inventory/warehouse experience a plus.