

E-Commerce Fulfillment Specialist (Shipologist)

📍 Watervliet, NY | High-Performance Operations Team | Growth Track

We Are Building an Elite Fulfillment Team.

Shipology is a fast-growing, women-owned 3PL supporting scaling e-commerce brands that refuse to compromise their customer experience.

Every shipment that leaves our warehouse represents someone's brand reputation and revenue. We treat it that seriously.

We are hiring Shipologists who thrive in structured, high-accountability environments and take pride in measurable performance.

If you are energized by hitting targets, improving metrics, and operating with precision — you'll fit right in.

If you prefer minimal oversight, loose expectations, or inconsistent pace — this will not be the right environment.

What You'll Be Responsible For

You will execute daily fulfillment operations with:

- Speed – Consistently meeting or exceeding pick/pack productivity targets
- Accuracy – Maintaining near-zero error rates
- Reliability – Strong attendance and punctuality standards
- Accountability – Owning mistakes and correcting them quickly

Core responsibilities include:

- Picking, packing, and shipping e-commerce orders with efficiency and precision
- Using scanners and fulfillment systems accurately and consistently
- Performing inventory cycle counts and protecting inventory accuracy metrics
- Receiving and inspecting inbound shipments to uphold quality standards
- Maintaining organized, optimized warehouse systems
- Safely operating pallet jacks and material handling equipment

- Identifying inefficiencies and proactively suggesting improvements

This is a physically active role. You will be on your feet for up to 8 hours and lifting up to 50 lbs regularly.

Our Performance Standards

We measure what matters.

Shipologists are evaluated on:

- Order accuracy rate
- Productivity (units per hour)
- Inventory accuracy contribution
- Attendance & punctuality
- Team reliability

Top performers consistently:

- Exceed productivity benchmarks
 - Maintain extremely low error rates
 - Require minimal supervision
 - Step up during peak volume without complaint
-

Who Thrives Here

Our highest performers are:

- Detail-obsessed and process-driven
- Highly dependable — their team never questions whether they'll show up
- Energized by physical, fast-paced work
- Calm under pressure
- Coachable and growth-minded

- Competitive with themselves

Mindset > resume.

Growth Path for High Performers

We are scaling rapidly, and we promote from within.

Strong performers can advance into:

- Full-Time Fulfillment Specialist
- Team Lead
- Inventory Control Specialist
- Operations Coordinator
- Leadership roles as our client base expands

This role starts part-time (15–25 hours/week), with the opportunity to expand to 40 hours based on performance and operational needs.

The Shipology Environment

- Clean warehouse
- Casual dress code (yes, gym clothes are fine)
- High standards, low drama
- Women-owned and growth-driven

We value professionalism, positivity, and personal responsibility.

Compensation & Benefits

Starting at \$17.50/hour

15–25 hours/week

401(k)

3% Safe Harbor

Profit Share Program

Health, dental, vision insurance
Paid time off
Flexible scheduling
Referral program

Ready to Join?

We are not building an average warehouse team.

We are building a reliable, execution-focused operations engine that our clients can depend on.

If you take pride in being counted on, hitting targets, and delivering excellence daily — apply to become a Shipologist by emailing your cover letter and resume to hello@shipologyus.com.