

Shipping Clerk (m/f/d) - ab 17€/h - 3-shift-model / 7 days

(3032)

📍 Standort: Florstadt 📄 Anstellungsart(en): Vollzeit 📄 Arbeitszeit: 38 - 38 Stunden pro Woche 📄 Gehaltsspektrum: 17 - 21 Euro pro Stunde 📅 Beschäftigungsbeginn: 15.08.2026

We are recruiting for our client:

Do you have experience in shipping operations, dispatch planning and freight documentation, and can you keep track even when many shipments are being processed at the same time? Then this could be your next opportunity!

Our client in **Florstadt** is looking for several **experienced Shipping Clerks / Shipping Administrators (m/f/d)**, who will ensure the smooth handling of logistics processes. You will prepare freight documents, check routes, maintain shipment data and serve as the point of contact for customer enquiries and complaints.

If you work in a structured way, enjoy taking responsibility and remain meticulous under time pressure, apply now!

Start date: Mid-August to no later than the end of September 2026

Pay: from €17/hour (depending on professional experience) + shift allowances - please state your salary expectations if applicable

Working hours: 100% full-time (38 hours/week)

Shift times: 06:00 to 14:30 / 13:30 to 22:30 / 22:00 to 06:00

Working pattern: 3-shift system - Monday to Sunday - including weekends

Employment model: Temporary agency employment

Place of work: Florstadt

Applicants from across the EU are expressly welcome!

Sound interesting?

Let's find out whether you and our client are a good match.

Your responsibilities:

To give you a clear picture of what to expect in this role, here are the key responsibilities:

- Preparing and processing freight documents
- Checking routes and preparing unloading reports
- Handling customer enquiries and complaints
- Maintaining and correcting shipment data in the freight forwarding system
- Ensuring compliance with the agreed service levels under customer contracts
- Supporting departmental management in achieving targets and optimising processes

And? Did you find yourself nodding along to many of these points? - Great!

What matters to us is that you are the right fit as a person - you can learn the rest.

To help you assess whether the position matches your strengths, here are the key requirements:

Hard skills - What you should ideally bring:

- Completed commercial vocational training, ideally as a freight forwarding clerk or in a related logistics field
- Solid experience in warehouse logistics and dispatch planning
- Confident use of MS Office and knowledge of order- and warehouse-specific software
- Strong customer focus, a high degree of personal responsibility and proactive thinking

- Very good English skills (German is not essential)
- Willingness to work shifts (3-shift system, Sunday to Saturday)

Technical knowledge is important - of course. But the way you approach your work is just as important. That is why we place particular value on your personal strengths:

- Independent and structured way of working
- Motivation to contribute and actively help shape processes
- Ability to manage several tasks simultaneously
- Reliability and careful handling of goods
- Ability to work under pressure during periods of high goods volumes
- Team spirit and clear communication
- Physical fitness and stamina
- Class B driving licence and own car desirable (due to accessibility of the work location)

If you can see yourself in this role and are ready to take the next step in logistics, simply apply to us. - We will get back to you promptly and discuss everything else with you.

What we offer:

- Long-term assignment with a reputable client company and good prospects of permanent employment
- Good accessibility of the client site, including by public transport
- Personal, collaborative support from our branch team
- Advice on other vacancies and career opportunities, if desired
- Up to 30 days of annual leave
- Flexible options for managing your working time account
- Straightforward submission of your monthly working hours
- Referral bonus - employees recommend employees (€150 for each successful referral)
- Exclusive employee discounts with many retailers (e.g. Zalando, IKEA, HelloFresh! - participating providers may change)
- Free parking
- Christmas and holiday bonuses, employer-funded capital-forming benefits

Does this sound like the right job for you?

Then simply send us your documents or, initially, the key information about your profile. The following details are particularly helpful for the first contact:

- CV
- Training / qualifications
- Relevant work experience
- Additional qualifications, certificates or licences
- Availability for shift work
- Possible start date
- Telephone number and email address
- If relevant: residence permit / work permit
- In brief: anything that helps us get to know you better.

For any further questions, please contact us on 06131/276 44 60 or 0160/92940996 (WhatsApp only), or email mainz@aktivpersonalservice.de. Everything will, of course, be treated confidentially and discreetly.

What happens next?

Once we receive your application, **we will contact you personally without delay**, to clarify any initial questions. We will then review your documents carefully and get back to you **within 3 working days**.

If everything fits, the next step is an invitation to a **personal interview**. This can take place **by telephone** or, if you prefer, **over coffee or tea at our office**.

And if this position is not the right fit: Please still get in touch - we may have a suitable alternative for you.

- **Access to further vacancies** - including “hidden positions” that are not publicly advertised
 - **Full control** - We only share your documents with your express consent
 - **Less application effort** - a structured process and fast feedback
 - **Personal support / Greater clarity** - we talk openly with you about which assignments suit you professionally and personally, and support you throughout your application process
 - **Discreet and confidential** - even if you are applying while currently employed
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Equal Opportunities & Diversity

Diversity and equal opportunities are important to us. We therefore welcome **all applications**, regardless of gender, age, origin, religion, sexual identity, beliefs or disability.

Data Protection

By submitting your application, you consent to us processing your **personal data exclusively for the purpose of handling your application**.

Further information on data protection will, of course, be provided during the application process.

Our name stands for expertise, fairness and integrity.

We have been successfully providing staffing services for almost 30 years. The satisfaction of our clients and our **more than 2,000 employees** is our top priority. Thanks to our dense network of branches in all major economic regions of Germany, we are always close by and easy to reach. We believe in the uniqueness of every individual and build long-term partnerships based on trust, respect and mutual benefit.

Join Team Aktiv and find your path with us:

Aktiv Personal Service - We get your career moving! #TeamAktiv

Befristung: 15.01.2027

Art(en) des Personalbedarfs: Neubesetzung

Entgeltgruppe: EG3

[Impressum](#)

