



SHIPPING AND RECEIVING



MAXIMIZING TURNAROUND AND ACCOUNTABILITY IN YOUR ENTERPRISE

Proven Experience: Expertise for Diverse Environments

Timely Service: Enables Rapid Turnaround and Delivery

Trained and Certified Staff: Knowledge and Skills for Hazardous Materials Handling

Best Practices: Reduce Compliance Risk

The quality of your shipping and receiving operations has a measurable impact on your customer satisfaction and supply chain relationships. Ensure that these critical operations run at peak efficiency by relying on the expertise of MCS Management Services. MCS harnesses the proven core competency of our highly trained professionals to deliver the reliable service and rapid turnaround your shipping and receiving department requires.

Streamline Inbound and Outbound Processing

On-time and accurate shipment of packages and information is critical to developing and maintaining customer loyalty. Tighter controls on the receiving end can facilitate a smoother and timelier delivery process of supplies and equipment within your enterprise. For rapid turnaround and accountability in the delivery of your time sensitive materials, lean on the experience and resources of MCS.

Our professionals have honed their skills in shipping and receiving operations through successful client engagements across a wide range of industries.

Service Features:

- High volume shipping and receiving
- Pick, pack, and ship services
- Kitting and assembly
- Mass mailing support: folding and insertion
- Mailing fulfillment
- Tracking systems management
- Shipping vendor and carrier evaluation



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MCS: Specialized Expertise for Hazardous Materials Handling

In the manufacturing and research and development environment, count on highly-skilled and trained MCS professionals to handle your shipping and receiving operations safely and securely. Our team has been trained and certified to International Air Transport Association (IATA) guidelines for the safe and proper handling, storage, packing, and shipment of hazardous materials (Hazmat). We can seamlessly support the shipping and receiving of products and materials that fall under Good Manufacturing Practice (GMP) regulations of the U.S. Food and Drug Administration. MCS people also have fulfilled all safety compliance requirements for Hazmat under the Code of Federal Regulations (CFR).

Service Features:

- *Hazmat shipping and receiving*
- *Pharmaceutical and Life Science packaging, shipping and receiving*
- *IATA and OSHA trained and certified staff*
- *Loading dock security and safety*
- *Power industrial vehicle (PIV) operations*



Turnkey Warehouse Management

MCS' on-site warehousing services include storage, retrieval and disposal, and inventory management of products, materials, information, and other corporate assets. When off-site storage space is needed, our experienced site managers will coordinate with the required partners and conduct regular information retrieval trips each day from your facility.

Service Features:

- *Asset handling and security*
- *Forklift operations*
- *Inventory control and reporting*
- *Supplier relations*



MCS MANAGEMENT SERVICES: RESOURCES YOU NEED, EXPERIENCE YOU TRUST

MCS Management Services is a leading provider of on-site business support services, including mail center operations, shipping and receiving, records management, document and content management, and related professional services. Organizations throughout the legal and corporate markets turn to MCS to reduce operating costs, streamline operations, and enhance internal service levels. Partnering with MCS puts the experience and integrity of our proven professionals in place to manage and optimize your mission-critical support functions. MCS' clients realize an improved bottom line and the freedom to focus on growing their business.

MCS Management Services is certified as a women's business enterprise through the Women's Business Enterprise National Council (WBENC).

