

# POM Warehousing

## Lift Truck Operator/ Warehouse Worker

Under general supervision, Lift Truck Operator, Warehouse Worker will ensure safe and accurate receipt, storage, and shipment of food products utilizing equipment including, forklift, clamp truck and radio frequency equipment.

### Essential Functions:

- While performing the duties of this Job, the employee is regularly exposed to extreme cold.
- Load and unload freight using equipment in an efficient and safe manner.
- Move product to storage areas with proper equipment.
- Efficiently stack and safely store the merchandise in the designated area.
- Pick orders for shipment and assemble various types of merchandise to be shipped.
- Check or count freight for accuracy and/or damage and infestation.
- Assist in maintaining the security of the warehouse.
- Conduct operations in a manner, which promotes safety.
- As directed by management, perform labeling, sorting, wrapping, packing, and repacking.
- Operate equipment safely and efficiently
- Promptly Report all safety malfunctions on equipment.
- Comply with OSHA standards.
- Maintain a clean, neat, and orderly work environment.
- Follow attendance policy, show up for work on time and ready to work assigned shift.
- Charge or change forklift battery as needed.
- Perform other duties as assigned, may be required to perform duties outside of their normal responsibilities from time to time, as needed.
- Tools and Technology: Computer, Warehouse management system and related components, sit down lift truck.

### Knowledge, Skills and Abilities:

- Requires ability to work independently
- May work overtime, evenings, or weekends in order to complete work, as directed and authorized by management
- Requires the ability to pay close attention to details, meet deadlines, and work with difficult individuals

### Qualifications & Experience:

- High school diploma or general education degree (GED) preferred, or at least one-year related work experience.