



Job Title: Forklift Operator

Effective Date: 06/24/2021

JOB DESCRIPTION

Summary: We are seeking a qualified forklift operator to operate at one of our client locations. This individual will be driven and excel in a fast-paced warehouse environment. Previous forklift experience is required. Under general supervision, the Forklift Operator will ensure safe and accurate receipt, storage, and shipment of products utilizing equipment including, but not limited to, sit down and stand-up forklifts and pallet jacks.

We prefer candidates who have at least 1 year of forklift operation.

Shift: Monday – Friday

- Second Shift – 2 PM to 10 PM

Pay: \$18/Hourly + Overtime

* Receive a \$100 Sign-On Bonus when you complete 180 hours *

* Receive a \$50 Bonus by Referring a Friend *

Duties/Responsibilities:

- 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 product in the designated area.
- Pick orders for shipment and assemble various types of products to be shipped.
- Check or count freight for accuracy and/or damage.
- Conduct operations in a manner which promotes safety.
- Participate in physical inventories, as needed.
- As directed by management, perform labeling, sorting, wrapping, packing, and repacking.
- Operate equipment safely and efficiently. Equipment to include, but not limited to, sit down and stand-up forklifts, pallet jacks, pallet inverter, and pallet squeezer.
- Promptly Report all safety malfunctions on equipment.
- Comply with OSHA standards.
- Must be able to meet production 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 and fill forklift batteries as needed.
- Perform other duties as assigned, may be required to perform duties outside of their normal responsibilities from time to time, as needed.

ROBERTS

JOSEPH

STAFFING

Required Skills/Abilities:

- Requires ability to work independently.
- May work overtime to complete work as directed and authorized by management.
- Requires the ability to pay close attention to details and meet deadlines.
- Ability to read labels, safety warnings, and guidelines.
- Attentive to detail and alert at all times to ensure safety.
- Must be able to read and write English.

Education and Experience:

- High school diploma or general education degree (GED) preferred.
- At least one-year Forklift experience.

Physical Requirements:

- Working in a cold environment.
- Must be able to lift up to 80+ lbs.

Apply now! It only takes a few minutes!

Other Duties:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.