

# PORTER



## DUTIES: (NOT ALL INCLUSIVE)

- MOVING INVENTORY FROM FLOOR TO FLOOR BASED ON PRODUCTION SCHEDULE AND COMPLETION.
- PACKING AND ASSISTING WITH VERIFICATION OF NEW INVENTORY.
- ASSIST MAINTAINING A CLEAN AND WELL-ORGANIZED WAREHOUSE.
- ASSISTING WITH THE MOVEMENT OF HEAVY BOXES OR BAGS IN OR OUT THE BUILDING.
- WORK WEEK IS MONDAY – FRIDAY

## REQUIREMENTS:

- MINIMUM OF HIGH SCHOOL DIPLOMA
- ABILITY FOLLOW ORAL & OR WRITTEN INSTRUCTIONS
- KNOWLEDGE OF SAFE PRODUCT HANDLING AND PACKING
- PHYSICALLY ABLE TO LIFT, PACK AND PORT MERCHANDISE
- DEPENDABLE, SELF-MOTIVATED AND A TEAM PLAYER