

Warehouse Handler Job Description

Job Summary:

The warehouse laborer position has the responsibility of assisting transportation in the loading and unloading of material from company trucks and contractors into the warehouse for efficient processing. Involves fork lift operation, processing unloaded material, recycling and general cleaning through a variety of mechanisms including the use of rolling carts, fork truck and manual labor.

Duties/Responsibilities

The warehouse handler's responsibilities include, but are not limited to;

- Load bags of clothing donations into cap sacks to prepare bags for distribution.
- Unload trucks that contain clothing bags weighing up to 50+ pounds each
- Ability to consistently lift materials weighing up to 50+ pounds
- Flexibility to work overtime and weekend hours when requested to meet business needs
- Accurate completion of required paperwork, understanding the importance of detail and accuracy
- Operate bin scale system for truck unloading
- Assist drivers with collection on routes as needed
- Operate fork truck for loading/unloading and general use in warehouse
- Help repair and paint metal clothing donation bins
- General warehouse work including cleaning, sweeping, etc.
- Ability to adhere to and enforce all safety procedures

Physical Requirements

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| Standing | Must tolerate frequent periods of maintaining entire body in erect posture with static weight bearing on one or both legs without changing position. | Frequency: | Frequent |
| | | Duration: | 10-45 minutes |
| | | Work Performed: | Picking-up/emptying loading carts, bins, bags at warehouse and company vehicles |
| Walking | Must tolerate frequent periods of moving the entire body from one location to another with the use of legs. | Frequency: | Frequent |
| | | Duration: | 10-45 minutes |
| | | Work Performed: | Walking from truck to location loading carts and returning to truck. Walking back and forth from truck to warehouse cap sac station. |
| Pushing | Must tolerate occasional periods of exerting force upon or against an object to move it away from the body. | Frequency: | Occasional |
| | | Duration: | 5-10 min |
| | | Work Performed: | Pushing 4 wheeled bins/carts |
| Pushing/ | Must tolerate occasional | Weight Range: | 25-350 lbs. |

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| Pulling | periods of exerting force upon or against an object to move it away from the body. Must tolerate occasional periods of exerting force upon or against an object to move it toward the body. | Average Weight: | 170 lbs. |
| | | Frequency: | Occasional |
| | | Duration: | 5-10 min/stop- 15-25 stops per day |
| | | Work Performed: | Pulling 4 wheeled bins/carts |
| Pulling | Must tolerate occasional periods of exerting force upon or against an object to move it toward the body. | Weight Range: | 25-350 lbs. |
| | | Average Weight: | 170 lbs. |
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