Amoskeag Beverages, LLC

Job Title:	Warehouse Loader	**Department:**	Operations
Reports To:	Night Warehouse Supervisor	**Exempt/Nonexempt:**	Exempt
Direct Report:	None		

Position Information: Responsible for properly, carefully and efficiently loading product on trucks for delivery

Primary Contribution to Amoskeag Beverages:

- Load the delivery vehicle evenly from front to back in a timely manner
- Verify that the product thru voice-pick is what is loaded on the delivery vehicle and/or pallet and is able to follow directions, carefully
- When building pallets, pull oldest product first, rotating stock
- Minimize or eliminate any damaged product by handling product carefully
- Wrap all pallets tightly in plastic wrap

Duties and Responsibilities:

- NO product that is damaged is to be loaded on the delivery vehicle
- All pallets that are built will have NO single cases buried in between other cases that cannot be seen by the receiver at the customer location
- Note any product not in stock, therefore not loaded on the truck and eliminate any mispicks or NOT's (not on truck)
- At the end of the shift, make sure all product is leveled off; floors are swept; debris is placed in the proper receptacles; pallets are stacked according to brewery; cooler is clean
- Safely operate equipment you are authorized and certified to use (if you are not certified, report to your supervisor in order to be certified at the next class)
- Act in a safe manner, stretching before work, lifting appropriately so as to avoid any injuries
- Inspect your equipment, daily and inform your supervisor of any maintenance issue or malfunctions
- Report any accidents, near misses or property damage, immediately, to your supervisor
- Leave your shift when ALL work is completed, with the supervisor's approval

Qualifications:

- Forklift certified, able to use a pallet-jack and wrapping machines
- TEAM player, able to work independently or with others
- Able to lift 35 to 50 lbs., repeatedly, and up to 165 lbs. occasionally
- Able to read and write, as well as follow directions

Working Conditions:

- Warehouse setting; noise, cold, dust, heat
- Safety conscious at all times