



JOB DESCRIPTION

Job Title: Warehouse Personnel

Position: [] Salary
[] Hourly

Location: To Be Determined

Grade:

Department: Operations

Supervisor: To Be Determined
Branch Manager

Prepared By: Robert G. Herring
Approved By: Jonathan Annas

Date: 05/09/22
Date: 05/09/22

Brief Overview

Our warehouse personnel receive and store products within the warehouse, prepare deliveries to job sites, and help maintain the overall organization of the branch.

Essential Duties & Responsibilities

- Regular bending, lifting, stretching and reaching both below the waist and above the head
- Promptly load and unload products on tractor/trailers, trucks, trailers, etc.
- Restock product within our branch
- Assist customers
- Other duties as needed
- Maintain a safe working environment

Skills We Are Seeking

- Be enthusiastic and dependable and work as a team player
- Customer focused
- Must be able to lift 50 lbs.
- High school diploma or equivalent
- Safety minded; safety boots required
- Fluent in English and Spanish is a plus
- Available to work overtime during peak season (if required)