

Warehouse Job Description:

Essential Duties and Responsibilities:

SAFELY LOAD, UNLOAD CONSTRUCTION MATERIALS
OPERATE A TRUCK MOUNTED FORKLIFT SAFELY AND COMPETENTLY.
PROVIDE EXCEPTIONAL CUSTOMER SERVICE.
HAVE GOOD VERBAL COMMUNICATION SKILLS.
ASSIST IN WAREHOUSE AND SHIPPING, RECEIVING RESPONSIBILITIES AS ASSIGNED.
ASSIST IN THE CLEANLINESS OF ASSIGNED WORK ENVIRONMENT.

Qualifications and Education Requirements

Must be at least 21 years of age. High School diploma or general education degree (GED) required.

Language Skills:

Ability to read and comprehend instructions. Ability to communicate effectively to management, associates, and customers.

Mathematical Skills:

Ability to add, subtract, multiply and divide and do simple fractions and decimals.

Reasoning Ability:

Ability to use common sense understanding to carry out instructions furnished in written, oral, or diagram form.

Computer Skills:

Basic computer skills preferred.

Other Responsibilities:

The company reserves the right to modify, interpret, or apply this job description to address the company's current needs and desires. Job cross training may also apply. This job description in no way implies that these are the only duties for this position. The employment relationship is not an employment contract, implied or otherwise. This employment relationship remains "At Will".

Safety and Security:

Observes all safety and security policies and procedures. Determines appropriate action on the job and looks after the well-being of other associates. Reports potentially unsafe conditions. Uses equipment and materials properly. Uses appropriate personal protective equipment.

Preferred Skills:

Prior customer interaction experience
Prior forklift and truck mounted forklift experience

Physical Demands:

Ability to work indoors and outdoors affected by daily weather conditions such as: heat, cold, rain, etc...

Ability to safely lift and manage an 80# bag product.

Additional Notes:

New South Construction Supply, LLC is a drug free work environment. Pre-employment drug screen and background check required. Random Substance screening post-hire.