

Warehouse Handler: Roles & Responsibilities

Job Title	Warehouse Handler	Position Type	Part-Time
Department	Warehouse	Direct Supervisor	Operations Manager
Starting Pay	\$16-18 / Hourly	Overtime	1.5x

Responsibilities

- Maintain the cleanliness of the warehouse so that it is always organized to ensure a functional and safe working environment
- Clean & dry tables, chairs, and tents/walls that return from events dirty and/or wet
- Report any damages/missing pieces to your supervisor to look over further
- Operate washer to clean dirtied towels, tarps, tents, and walls
- Read and understand load lists for staging tables and chairs for customer pickups
- Greet customers that are at the facility to pick up or drop off and help them load or unload their personal vehicle with tables, chairs, and linens
- Read and understand load lists so that you can properly prepare trucks for deliveries
- Unload trucks that finished pickups and return equipment to their designated area
- Inventory accountability to ensure equipment quantities are consistent
- Operating Forklift to access equipment and assist in loading/unloading trucks

Job Requirements

- 6 months-1 year of work experience in a warehouse environment
- Speak fluent English (being able to also speak Spanish is a plus)
- Ability to work a flexible schedule to include weekends, holidays, and peak season periods
- Ability to carry at least 50lbs while walking and lift up to 50lbs overhead if needed
- Able to provide your own transportation to and from work
- Capable of prioritizing tasks so that things are done in a timely manner
- Maintain a positive attitude and friendly relationships with all co-workers
- Proficient at taking orders and fulfilling tasks to the best of abilities
- Always taking pride in your work, no matter the task