



### Warehouse Worker

Assist the warehouse Manager in any way possible to make the work assigned, operate smoothly and efficiently, pulling orders, staging items for delivery, loading and unloading trucks, assisting with floor set-up along with constructing furniture in accordance with manufactures specifications.

#### Responsibilities

- Assisting in opening and closing the warehouse each day
- Responsible for cleanliness of your work area, loading area and customer will-call.
- Assist in unloading and loading trucks as needed
- Work Safely, Lift Correctly and operate tools in a safe and responsible manner
- Fill customer orders correctly, promptly and inspect all items before leaving the warehouse. Advise Warehouse Supervisor immediately if damages occur and are located. Document and take pictures of all damages, no exceptions.
- Assist with maintenance and cleanliness of vehicles
- Operate hand trucks, hand tools and company equipment safely and responsibly.
- Must have clean driving record if operating Home Express Furniture's delivery truck
- Must have a valid driver's license
- Must be willing to undergo drug screening tests, as required by mgmt.
- Other Duties as assigned.

#### Working Conditions

A furniture Warehouse Worker schedule adjusts to the needs of the company. When necessary, he /she might need to come to work during the weekends. Also, he might need to work longer hours when waiting for a shipment of furniture.

#### Additional Requirements Physical Requirements:

Able to move/lift up to 50 lbs. unassisted, Able to withstand temperatures in a typical warehouse environment, Position spends 70% amount of time standing, walking, lifting, pulling and pushing. Position may require climbing of ladders for top-level selection, Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. Must have clear DMV record, unless is assigned to the warehouse only and is not allowed to operate any Home Express motorized equipment, requiring a driver's license.

#### Education and Training Requirements

To be a furniture Warehouse worker, one must possess at least 1 year experience in shipping, receiving, inventory control and or warehouse management. Graduation from High School and / or GED or currently attending high school is required.

#### **Salary DOE**