

Feeding America, Kentucky's Heartland
Job Description
Part-Time Team Support Associate

This position is responsible for activities involving all areas of the warehouse.

Primary responsibilities include:

- Pulling and completing Agency Partner food orders for delivery and pick-up.
- Loading and unloading food deliveries using pallet jack, forklift and other MHE.
- Restock pick lines, conduct inventory counts, relocate product when needed.
- Ensure organization's customer service standards are met or exceeded.
- Conduct food handling and salvage and cold storage processing in accordance with Feeding America sanitation guidelines.
- Conduct warehouse activities in accordance with proper safety rules and practices.
- Maintain proper pest control procedures.
- Keep food bank in compliance with AIB and all governmental regulations ... Health Department, Fire Department, etc.
- Perform maintenance on warehouse and equipment as required.
- Keep the warehouse and outside grounds clean and organized.
- Assist with semi-annual total warehouse inventory.
- Assist with all essential warehouse functions as directed by the Warehouse Manager.
- Performs other duties as assigned by Warehouse Manager.

Requirements:

- Pass all required pre-employment tests
- Strong teamwork with outstanding work ethic
- Frequent lifting of up to 50 lbs. required
- Ability to work independently

Work Schedule: 24 hours per week. Monday, Wednesday and Friday, 6:30 am to 3:00 pm

Reports to: Warehouse Manager

FMLA Status: Non-Exempt