



JOB DESCRIPTION

JOB TITLE: Warehouse Associate with CDL
SUPERVISOR: Warehouse Supervisor

EFFECTIVE DATE: 12/30/19
DIRECT REPORTS: None

GENERAL RESPONSIBILITIES:

The Warehouse Associate with CDL position requires dependability and efficiency. The position requires a high level of organization, attention to detail and the ability to work independently. A clean driving record and commercial driving experience is a must.

ESSENTIAL RESPONSIBILITIES:

- Pick customer orders
- Receive incoming freight
- Retrieve and enter information into company ERP computer software
- Assist customers
- Perform assigned warehouse work
- Make safety a priority at all times
- Fully understand how to operate and safely drive your assigned vehicle
- Drive vehicles with a Gross Vehicle Weight (GVW) over 26,000 lbs.
- Communicate with Operations as needed
- Adhere to company rules and regulations
- Comply with DOT regulations

MINIMUM QUALIFICATIONS:

- High school diploma or GED equivalent preferred
- Valid commercial driver's license (CDL) required
- 2+ years proven experience in commercial truck driving preferred
- Clean driving record with no moving violations
- Must pass background check, drug test and all other DOT requirements
- Skilled at driving and parking large, heavy vehicles
- Able to operate electric lift, hand trucks, pallet jacks, etc.



PHYSICAL/MENTAL REQUIREMENTS:

- Ability to lift up to 50 lbs. at a time
- Self-starter who works well independently
- Disciplined, dependable, and resourceful
- Able to maintain composure when dealing with stressful situations

The requirements listed above are representative of the knowledge, skill, and/or ability required. Reasonable accommodations can be made to enable individuals with disabilities to perform the essential functions.

POSITION TYPE AND EXPECTED HOURS OF WORK:

This is a full-time, non-exempt position.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

By signing below, you acknowledge you have read, understand, and are able to meet and/or perform the responsibilities/requirements/qualifications of this position.

Applicant Signature

Date