

Summary:

Drives a forklift or clamp truck to move raw and packaging materials and finished product from the warehouse and production floor.

Functions:

1. Maintains sufficient supply of bulk product, cardboard boxes, film, bags, tape, and other raw materials are on the production floor to ensure that the production flow of finished goods is not interrupted.
2. Removes finished products from the production area in a timely and safe manner.
3. Places and rotates finished good and ensures they are put away correctly by ensuring that the stack heights, aisle widths and product consolidation meet SOP standards.
4. Completes all paperwork, reports and loading documents as required by the Team Lead, Supervisor or Department Manager.
5. Repackage damaged product as needed.
6. Gathers and removes all scrap bales from holding area along with recording scrap weight before removing the bales to a designated area.
7. Maintains a safe, clean and organized work area.
8. Removes debris along with moving and dumping trash cans.
9. Perform preventive audits on the forklifts using checklist.
10. Performs other duties as assigned by the Team Lead, Supervisor, or Department Manager.
11. Follow all GMP and sanitation guidelines along with maintaining a high level of personal hygiene.

Physical Demands:

1. Work an 8+ or 12+ hour shift while sitting, standing, walking, stooping, bending, reaching, grasping, use hands to finger, grasp with hands and arms, handle or feel objects, tools, or controls and lifting throughout the entire shift. Riding or standing on a moving forklift.
2. Requires the manual movement of objects or containers that may weight up to 30 pounds. Requires manual carrying objects or containers up to 20 pounds a maximum distance of 100 yards.

Working Conditions:

1. Exposed to extreme heat. In-doors in a manufacturing / warehouse environment that is not air conditioned.
2. Occasional exposure to fumes or airborne particles
3. Wear PPE while working, which includes hairnet, hearing protection and safety glasses with side guards.
4. Work an 8+ or 12+ hour day shift
5. Able to work weekdays, weekends and overtime.

Qualifications:

Education – High School Diploma or GED preferred

Experience – Must know how to drive and is certified to operate a forklift. One year in a warehouse and manufacturing environment.

Skills – Basic computer skills. Must be ability to read, write and speak English

The list of “functions” above is not intended to be exhaustive and all inclusive. The Company reserves the right to revise this job description as needed to comply with actual job requirements. WinCup is an EEO/AA and E-Verify employer. Qualified applicants will receive consideration for employment without regard to their race, color, religion, national origin, gender, protected veteran status or disability.

WinCup provides a wide variety of benefit choices for you and your family with most benefit eligibility 31 days after hire.

- ***Company paid short term disability, long term disability, Employee Assistant Program (EAP), and basic life insurance.***
- ***Paid time off (PTO) and 10 paid company holidays***
- ***401(k) Plan***