



Care and Share Food Bank for Southern Colorado

Division/Department: 30-Operations

Location: Colorado Springs

Job title: Warehouse Associate

Reports to: Distribution Center Manager

Status:
Hourly

Type of position:
 Full-time
 Part-time
 Contractor
 Intern

Hours: 40hrs/week
 Exempt
 Nonexempt

Position Summary:

Responsible for broad warehouse tasks and generalized role working with the department.

Duties and Responsibilities:

- Pick Agency orders as needed.
- Assist volunteer groups with sorting product and re-pack food products.
- Receive, check in and put away stock quickly and accurately.
- Replenish picking locations and unload trailers.
- Pick and replenish products in a refrigerated/freezer environment.
- Assist in the support of Care and Shares strategic plan.
- Must abide to all food safety GMP rules.
- Builds a stable and well cubed pallet
- Parks and recharges pallet jack and forklift in its appropriate spot at the end of your shift
- All other duties as assigned.

Work experience requirements:

- Valid Colorado Driver's License.
- Forklift certified and ability to operate pallet jack.
- Ability to learn quickly and thrive in a fast-paced environment.
- Ability to multi-task and work under pressure.
- Able to lift 50 pounds.
- Able to stand for long periods of time.
- Ability to make repetitive movements, including, but not limited to, using a 10-key or calculator, bending, or squatting.

Please send your resume to hr@careandshare.org by **5:00 p.m. on August 31, 2017.**