



Bay Area Beverage Company

Title: Loading Team Member – Swing Shift
Department: Swing
Reports To: Night Warehouse Supervisor
Location: Richmond
Status: Hourly, Non-exempt
Benefits: Yes

Position Summary

Loading Team Members work independently and as part of a team and are responsible for the accurate, efficient and timely voice picking, filling and loading of all beverage item orders in a manner that meets company standards for safety, security and productivity.

Bay Area Beverage uses a voice pick system that requires you to wear a headset and you are then directed by the Warehouse Management System voice on what product to pick and load onto a pallet.

As a Loading Team Member, you

- efficiently voice pick customer orders for delivery
- ensure orders are accurate and free of damage
- meet or exceed company standards for productivity
- conduct physical inventories as required
- safely operate a pallet jack and forklift as required
- maintain a clean, neat and orderly work area
- conduct operations in a manner that promotes safety

To qualify for this position, you

- can work Sundays starting at 2pm and Mondays through Thursdays starting at 1pm
- have 1 - 3 years order fulfillment experience in a voice pick warehouse environment (preferred)
- have prior forklift and/or pallet jack experience (stand-up lift preferred), and are preferably certified to operate these vehicles
- speak, read, and understand English
- understand and follow all safety procedures and instructions at all times, and know to ask for direction when in doubt
- understand and carry out detailed instructions
- have a great work ethic, and know how important it is to be in the right place at the right time, and you can be counted on to be punctual and regular in attendance
- are a high-energy team player
- perform other duties that may be assigned by the Loading Supervisor

Physical requirements for this position include

- operating industrial trucks (fork lifts / pallet jacks), occasionally twisting the torso, shoulders, neck and arms
- lifting, pushing and/or pulling 45.85lbs. throughout the shift
- pushing, pulling and manipulating 165lbs. on a regular basis
- walking, stooping, stretching and standing throughout the shift for varied amounts of time