



Job Title: Warehouse Associate

Who We Are: USCS is dedicated to advancing, innovating, and serving companies seeking "Best in Service", facilities, and logistics in the cold chain. We are an employee-focused, equal opportunity employer and would love to have you join our team.

Responsibilities:

- Contribute to the overall effectiveness of facility operations through proper product handling, organization, and adherence to safety and sanitation standards.
- Unload and load trailers verifying proper product stacking and that product is not being mixed on pallets.
- Ensure that all customer product is accounted for, free of infestation, production codes are in check, and product is within its acceptable temperature range prior to placing the product into storage.
- Identify and recover any received or shipped damaged product consistent with company policy. Report all shortages and overages to your supervisor.
- Assist in physical inventories, when necessary, to ensure the safekeeping of the customer's product.
- Pull and prepare product for shipment, ensuring that the exact number and type of product is located and shipped, that product comes from the proper location, and that the lot numbers correspond to the picking documents.
- Stack product to build pallets and tape or stretch-wrap them as required to ensure product stability.
- Perform picking duties in an efficient manner that meets customer service and/or company standards.
- Pallets height can reach up to seven (7) feet.
- Efficiently move product from the staging or storage areas into railcars or trailers.
- Safely operate various pieces of equipment including forklifts, clamp trucks, slip-sheets, and turret trucks to load, unload, move, stack and stage product.
- Maintain equipment and materials in a neat, clean orderly fashion.
- Inspect equipment daily to ensure it is operating in a safe manner.

The Job Specifics:

- Location and Department: Operations
- Reports To: Supervisor
- Travel Amount: Minimal

- Job Type, EEO, and Job Code: Full-Time, Non-Exempt JOB CODE

What We Are Looking For:

The Ideal candidate will have or be able to complete the below qualifications.

- Education: High school diploma, GED, or equivalent.

Other Abilities You Will Need to Have: The requirements described below are representative of those required to perform the essential duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential duties.

- Bend and lift up to 50 lbs. regularly.
- Lift up to 70 lbs. occasionally, with assistance.
- Work in a temperature range from +50°F to -30°F with moderate noise levels.
- Lift overhead when required.
- May require physical effort associated with using the computer to access information, or standing, walking, using stairs, and lifting needed to carry out everyday activities.
- Stand and walk for extended periods.
- Use hands to handle objects, tools, or controls.
- Attention to detail.
- Effective communication, vision, and hearing are essential for safety and productivity.
- Operate scanners, tablets, radios, phones, computers, and other essential warehouse equipment as required.
- Additional work hours may be requested by management to help manage employee production, projects, and or special events.
- Operate a registered motor vehicle if apart of daily tasks.
- Engage in frequent personal interaction and communication.
- Possess strong arithmetic and reading skills.
- Follow verbal instructions, written instructions, and company policies.
- Be a self-starter, able to work independently and coordinate with others.
- Thrive in a fast-paced environment, managing stress and meeting productivity guidelines.

The Standard Details:

- Maintain a professional demeanor in appearance and communications at all times.
- Participate in staff and/or customer meetings as required.
- Take initiative to prevent non-conformities related to product, process, and quality systems.
- Identify and report any issues related to product, processes, and/or quality.
- Propose and implement solutions through appropriate channels.
- Ensure solutions are effectively implemented.

- Follow posted security procedures at all times while in the building.
 - Participate in safety and educational training programs.
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What's In It For You:

We are a great company with great people. Full-time employees not under contract are offered:

- 401K and Educational Assistance after 1 year.
 - Blue Cross Blue Shield available after 30 days of service, if elected.
 - Company Life Insurance.
 - A variety of additional benefits and perks.
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Additional Information:

- This job description may not encompass all tasks necessary to complete the role.
- Job functions may vary based on the area of operation. This description outlines the most common tasks required for the job.
- Reasonable accommodations may be made to enable individuals with disabilities to perform essential duties.

Print Name: _____

Date: _____

Signature: _____