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# Example of Art Handler Job Description

Our innovative and growing company is looking for an art handler. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for art handler

* Scan all property in/out of warehouses, making sure Christie’s JDE systems reflect accurate inventory history
* Store property in designated areas
* Communicate all relevant information to supervisor pertaining to property damages or supply needs
* Safely operating forklifts and aerial lift equipment
* Working effectively and cooperatively as part of a team during complex and coordinated move and inventory activity
* On time delivery and collection of all items to and from clients and vendors
* Installation/De-Installation of artwork with specific attention to NYC art fairs
* Compose and generate written condition reports including digital photographs
* Accurately complete paperwork ensuring each item, package and/or crates are labeled correctly
* Physical effort is required, including bending, pushing, pulling and lifting

## Qualifications for art handler

* Excellent multitasking skills while maintaining detail & integrity of work
* Be in good physical health (heavy lifting to be expected)
* Team player, able to execute directions and lead when necessary
* Have a valid and clean driver's license
* Prior experience driving a box truck (CDL a plus, but not required)
* Extensive walking throughout Christie’s facilities (300,000 + sq