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# Example of Driver / Warehouse Job Description

Our innovative and growing company is looking to fill the role of driver / warehouse. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for driver / warehouse

* Ensure long prong, forklift and reach trucks daily inspections are performed
* Perform daily unloading and staging of all inbound materials
* Breakdown and re-palletize products to adhere to Lindt specifications
* Breakdown and re-palletize products
* Responsible for loading and unloading company truck/van in a safe and professional manner, securing all loads before transport
* Follow all traffic laws and drive in a professional manner during transport
* Follow all jobsite specific safety protocols when unloading or loading the vehicle
* Responsible for the upkeep of shop vehicles and warehouse
* Track transfer and transport various items including, but not limited to
* Perform all work in accordance with safety procedures and regulations

## Qualifications for driver / warehouse

* Load, unload, prepare, inspect and operate delivery vehicles
* Know the limits of the vehicle being driven and the height (size) compared to obstacles preventing accidents
* De-palletize & de-crate incoming materials
* Help load/unload raw materials from truck
* Help/move materials to and from Kanban room
* Prepare kits for Print