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# Example of Receiver Job Description

Our growing company is looking for a receiver. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for receiver

* Verify and adjust product quantities on received product
* Monitor catch weights, lot numbers, and expiration dates on received product
* May assist with “will calls” and inventory as needed
* Assign bin locations
* Inspect inbound product for accuracy of species, quantity and quality
* Report all shortages, overages and damages to lead, QC and local buyer
* Place product received in proper locations/bins
* Communicates with truck drivers on specific dock location for delivery, follow all SOP and safety procedures
* Take pictures of inbound damaged product for proper acceptance / disposal
* Check vendor partners in and out

## Qualifications for receiver

* Able to move wire barrels weighing 200 pounds or more
* Able to stand on your feet for 8 hours
* Able to raise arms above head
* Able to perform repetitive movements with arms and legs
* Able to differentiate colors
* Requires walking, bending or twisting, stooping, climbing, reaching, carrying