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# Example of Warehouse Person Job Description

Our growing company is hiring for a warehouse person. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for warehouse person

* Maintain good housekeeping practices throughout the facility
* Select product safely with a high degree of accuracy
* Accurately receive inbound products and replenish inventory as needed
* Perform basic sanitation duties to ensure a clean environment
* Utilize various technologies or software, such as VoCollect, Syntellic and WMS
* To carry out daily checks on the forklift truck and other mechanical equipment in accordance with health & safety policy and report all defects to depot management
* To maintain high level of security in accordance with company policy
* To carry out daily/ weekly stock checks according to procedure, to ensure an accurate computer stock file
* To understand and comply with company policy regarding damage control
* To maintain general housekeeping duties within warehouse , cleanliness and tidiness in line with company safety standards and expectations

## Qualifications for warehouse person

* Use HANDS andFINGERSto handle, manipulate, feel, or control objects
* Ability to count and verify items picked or packed
* Prior experience in warehousing operations preferred, but not required
* Successful completion of TB Woods PIV/Forklift License training and certification required
* Must be able to work independently, with little to no direct supervision
* Knowledge of ground transportation requirements for domestic and international outbound shipments