



Example of Shipping Operator Job Description

Powered by www.VelvetJobs.com

Our company is growing rapidly and is hiring for a shipping operator. 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 shipping operator

- Perform and report daily, weekly and monthly inventories as required
- Load and unload finished products and any related raw materials following proper procedures
- Knowledge of warehouse storage areas and location of all products including samples and accessory items
- Operate lift truck in a safe, productive manner in accordance with all safety procedures
- Fill out daily checklist for forklift
- Fill LP tanks as needed following all safety procedures
- Maintain housekeeping in shipping and warehouse areas including periodic cleaning of forklifts
- Work independently at outside warehouse as required
- Perform other duties as assigned by shipping leader
- Assist other plant personnel as needed

Qualifications for shipping operator

- Warehouse environment with exposure to dust and noise
- Standing, walking 100% of the shift on a concrete floor
- Ability to stand for long periods of time, frequently lift and or move up to 30-50 lbs
- Ambulating, bending, twisting, & stooping frequently throughout shift

