



# Example of Warehouse Loader Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of warehouse loader. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for warehouse loader

- Use RF scanning technology to document pertinent carton level information, including condition, quantity, and warehouse location of material
- Pick deliveries and stage them by truck/stop number
- Accurately and efficiently picking direct store deliveries
- Loading items into truck
- Other warehouse duties as opportunities allow
- Repetitive production line duties
- Inspect empty trucks/trailers at the loading dock to ensure they are clean and clear before loading and take appropriate action as needed
- Transport items to be shipped into the truck/trailer with a forklift, pallet jack or by hand in the correct stop sequence, according to a predetermined loading plan
- Locate the proper slot on the truck/trailer for the order, set it in place and secure the load when complete
- Perform general housekeeping duties and keep warehouse area, loading dock and trucks/trailers clear and clean as required

## Qualifications for warehouse loader

- Effective listening and follow through
- Professionalism and organization
- Previous experience operating powered industrial equipment (i.e., forklift, pallet jacks, stock pickers, ), and OSHA Forklift Certification strongly

- Results-oriented and the ability to motivate and inspire confidence in others, develop relationships
- Preferably loading/unloading experience
- Must be able to lift, bend, stoop, and kneel