



Position: Material Handler

We are looking for a hard-working, team player to join our team! This position would assist the coffee department in maintaining and fixing a variety of coffee machines. Hours are 8am-4:30pm Monday – Friday.

Key Responsibilities:

- Service coffee machines in front lobby: fill coffee, clean area, stock machines, etc.
- Help with technical duties on coffee machines
- Troubleshoot coffee machines
- Perform daily count: set machines, new inventory, and all returned equipment
- Retrieve and organize orders
- Prepare orders for shipment
- Forklift operation
- Pick and stage equipment for production
- Load/unload equipment, pallets, and other materials from trailers
- Perform general warehouse duties as needed
- Locate equipment within the warehouse facility
- Adherence to all policies concerning safe machine operation and product handling
- Keep warehouse clean and organized
- Maintain cleanliness and refill coffee machines in front lobby

Qualifications:

- Knowledge of how to operate tow motor
- Knowledge of safety awareness when operating
- Some lifting and stooping is required
- Mechanically inclined

Skills, Knowledge and Attitude for Job:

- Must take pride in their work
- Must want to put out the highest quality of work possible
- **Must have good attendance**
- Must keep social opportunities to a minimum and look for the next assignment when finished with current one.