



Material Handler/Forklift Operator
Job Description

Summary:

Responsible for moving and handling hazardous and/or non-hazardous materials and assisting with machine upkeep to support operations.

Essential Duties and Responsibilities:

- Reads work orders or follows oral instructions for tasking throughout the day.
- Loads, unloads, and moves materials within or near the plant, yard or work site.
- Opens containers using steel cutters, crowbar, clawhammer or other hand tools, as required.
- Load and unloads materials onto or from pallets, trays, racks, material stands, trucks and shelves by hand or using power equipment.
- Loads materials into vehicles and installs strapping, bracing or padding to prevent shifting or damage in transit.
- Conveys materials to or from storage or work sites to designated areas, using hand truck, electric dolly, wheelbarrow, or other device.
- Lifts heavy objects by hand or using power hoist, and cleans work area, machines and equipment using broom, mop, rags and cleaning compounds to assist machine operators.
- Makes simple adjustments or repairs such as realigning belts or replacing rollers, using hand tools.
- Assembles crates to contain products using hand tools.
- Shovels loose materials into machine hoppers or vehicles and containers, such as wheelbarrows, scrap truck or barrels.
- May occasionally operate industrial truck or electric hoist to assist in loading or moving materials and products.
- Additional duties as required.

Education / Experience / Training:

- On the job training.