General Warehouse Worker - 37.5 hours per week
(closes Tuesday, Feb 25, 2014)
To apply: dennis_nore@sapg.ca
Salvation Army Recycling & Donation Centre
1990 Ogilvie Street

PRINCE GEORGE

JOB DESCRIPTION

Job Title:	General Warehouse Worker
Job Number:	129
Job Family:	Retail
Approved By:	Territorial Job Evaluation Committee
Supervisor Title:	Warehouse Supervisor

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.

Every position contributes to the spiritual and social services mission of The Salvation Army.

JOB PURPOSE:
The General Warehouse Worker assists in the efficient and effective reclamation, processing or distribution of warehouse goods.

CHARACTERISTIC JOB DUTIES:
The incumbent is responsible for the following range of job duties characteristic, or typical of the job class:

- Processes raw materials by unloading, sorting, packing, storing, loading and baling the donations; protects the integrity of the donations
- Selects donations for store distribution meeting established standards of quality and distinguishing between discarded and good quality merchandise according to company standards
- Meets assigned daily targets; counts, weighs and records incoming and outgoing donations
- Complies with all safety procedures and in/outdoor tidy maintenance guidelines
- Operates warehouse equipment such as baler, compactor, pallet jack and conveyor
- Performs other duties as assigned

MINIMUM EDUCATION LEVEL ATTAINED:
The successful job applicant will have completed Public School.

NOTE: An alternative level of education and experience may be acceptable.

SPECIAL LICENSES, DIPLOMAS, CERTIFICATIONS OR REQUIREMENTS:

- N/A

MINIMUM PRIOR RELATED EXPERIENCE:

The incumbent must have the following experience before hire: up to three months of prior related experience including, experience with warehouse processing or goods distribution and knowledge of lifting guidelines are an asset.

PHYSICAL EFFORT/DEXTERITY REQUIRED:

The performance of the job requires frequently sitting for long periods of time, twisting, bending, crouching, reaching, reaching overhead, pushing and pulling, lifting and kneeling.

CONCENTRATION REQUIRED:

The performance of the job requires frequent safety awareness and sorting of donations.

RESPONSIBILITY FOR FINANCIAL RESOURCES:

The incumbent's responsibility for Financial Resources: the incumbent is involved in minor financial matters regularly, or on a relief basis, or has responsibility for the wise use of his/her own resources. He/She may be authorized to spend, disburse, or collect small amounts of cash. The incumbent has very little input into the annual budget.

RESPONSIBILITY FOR HUMAN RESOURCES:

The incumbent's responsibility for Human Resources: the incumbent is responsible for his/her own time and effort only. He/She may demonstrate work methods to new employees, volunteers and/or students.

WORK ENVIRONMENT:

The incumbent's work environment is typically in the warehouse.
The incumbent will work under the following disagreeable conditions:

- Garbage
- Washrooms
- Odours
- Dirty environment
- Truck Fumes
- Excessive noise
- Extreme temperature changes
- Work schedule may impact life (weeknights & weekends)
- Increased potential for on-site accidents
- The incumbent may have little to no travel required.
- The incumbent works on-call for emergencies only.

EXPOSURE TO HAZARDS:

The job incumbent may be exposed to the risk of minor to moderate risk of injury or illnesses

due to:

- Physical attacks by others (other employees & volunteers)
- Exposure to toxic chemicals
- Moving objects
- Sharp objects
- Exposure to bodily fluids
- Risk of back injuries
- Other potentially dangerous situations (i.e. unsafe donations)

PRECAUTIONARY MEASURES:
The incumbent must take the following precautionary measures (in addition to health and safety rules):

- Universal Precautions
- Wear safety shoes
- Wear gloves