



JOB TITLE: Material Handler
REPORTS TO: Warehouse Supervisor

LOCATION: Warrenton, VA
FLSA STATUS: Non-Exempt

If you like being at the center of all the action, a career at our Warrenton, Virginia distribution hub may be right for you. Our Material Handlers play an important role in getting our high-demand products out to the market. In this position you will prepare and complete beverage orders for delivery according to schedule (load, pack, wrap, label, ship). You need to be able to accurately count freight and follow a load plan for our trucks. This second shift position begins at noon and we work until all the trucks have been loaded. If this sounds like a good fit for you – keep reading!

JOB SUMMARY:

Our Material Handlers load and unload beverage delivery trucks, as well as operate forklifts, electric pallet jacks to pack soda orders and stack cases on pallets. They also unload incoming pallets of beverages from production facilities, assist in repairing damaged goods inventory, and participate in clean-up duties. Operating a handheld scanner will help ensure accuracy.

PRINCIPAL FUNCTIONAL RESPONSIBILITIES:

- Builds sales orders to be loaded onto beverage delivery trucks
- Operates forklift and electric pallet jack, and must maintain OSHA forklift certification
- Follows OSHA guidelines, to prevent injury to self, others, and damage of product while operating machinery
- Repairs damaged goods inventory – rinses product when necessary, and disposes of trash appropriately
- Accepts or refuses incoming product from production facilities, according to FDA food safety standards
- Unloads delivered product from delivery trucks
- Performs thorough truck sweeps in accordance with FDA food safety standards.
- Operates warehouse handheld scanner
- Follows company policies and procedures that are in accordance with established standards

ESSENTIAL QUALIFICATIONS AND SKILLS:

- High school education and/or GED equivalent preferred
- Must be at least 18 years of age or older to operate machinery
- Able to work prolonged periods of time in an environment with fluctuating temperature ranges
- Able to stand prolonged periods of time
- Able to frequently lift up to 35 pounds with or without assistance

Family owned and operated since 1908, Pepsi-Cola Bottling Company of Central Virginia is an Equal Opportunity Employer.