

Job Title: Material Handler

Reports To: Inventory Control Manager

Direct Reports: None

Compensation Status: Hourly

Employment Status: Full Time (40 hours per week)

COMPANY INFO

MW Watermark wants to make a difference. We are passionate about the world's water. We are innovative, focused on customer service and always try to exceed expectations. We are an environmentally conscious company with people who are energized, encouraged and inspired to make a difference in the water business, and as a result, make a positive difference to our planet by helping to keep our shared, finite water supply clean and usable for generations to come. We build amazing, custom water and wastewater treatment equipment. We also specialize in refurbishing of used water treatment equipment. Together, we can make a difference.

SUMMARY

Perform duties as a material handler with the use of forklifts and cranes. Perform duties pertaining to the inventory control department. Perform daily inspections on forklifts.

PRIMARY RESPONSIBILITIES

1. Complete all material handling duties including but not limited to the following:
 - Transporting materials from receiving to inventory storage locations
 - Transporting materials from inventory storage locations to work centers
 - Assist Sandblast and Paint work center with all material handling needs
 - Load and unload LTL trucks with forklifts and flat beds with forklifts and/or cranes
2. Perform inventory control duties including but not limited to the following:
 - Post work center process PN tagging
 - Item receipt identification and tagging
 - Organize and stage work in process between cells and operations
 - Physically and electronically organize and label stock locations
3. Operation of forklifts and cranes.
4. Clean, organize, and maintain work areas.
5. Promote and contribute to a safe continuous improvement culture.
6. Other duties as assigned by Inventory Control Manager.

KNOWLEDGE AND SKILL REQUIREMENTS

1. Forklift operator's license.
2. Overhead Crane operator's license.
3. Aerial lift operator's license.
4. Basic reading, writing, and arithmetic skills required. This is normally acquired through a high school diploma or equivalent.
5. Ability to read and understand shop drawings and specifications.
6. Ability to use computer software including Microsoft Office, shipping software and MRP systems.

WORKING CONDITIONS

Working conditions are normal for a manufacturing environment. Work involves frequent lifting of materials and product up to 50 pounds. Machinery operation requires the use of safety equipment to include but not limited to; eye safety glasses, hearing protection, steel toe work boots, and hardhats.