



Forklift Driver Job Description

Job Title:	Forklift Driver	Job Category:	Agriculture
Department/Group:	Operations	Job Code/ Req#:	n/a
Location:	Le Grand, CA	Travel Required:	No
Level/Salary Range:	DOE	Position Type:	Seasonal
HR Contact:	Adrienne Howell/Lupe Mojica	Date posted:	Open
Will Train Applicant(s):	Yes but requires some experience	Posting Expires:	Open
External posting URL:	n/a		
Internal posting URL:	n/a		
Applications Accepted By:			
FAX OR E-MAIL: (559) 665-2243 or adrienne@jmachinifarms.com lupe@jmachinifarms.com Attention: HR Department		Adrienne Howell J Marchini Farms 12000 E. Le Grand Rd. Le Grand, CA 95333	
Job Description			
ROLE AND RESPONSIBILITIES <ul style="list-style-type: none"> • Ability to pass forklift operators test to become certified to operate a forklift • Obtains copy of production schedule or shipping order and transports material or equipment to and from designated areas in the facility • Daily inspection of forklift at the start of each shift, or when there seems to be a problem with the forklift • Assist in loading and unloading materials (boxes, pallets, product) from trucks when they arrive and depart • Checking loads are secure • Stacking empty pallets • Follow all rules and regulations of J. Marchini Farms • Understand OSHA regulations per training • Load/unload truck/trailers OTHER DUTIES <ul style="list-style-type: none"> • Cooling product by vacuum tube – pre-cooler • Stacking product bins on truck/surfaces • Ability to work weekends • Ability to work shifts • Ability to work overtime as needed • Follow all food safety company policies rules and regulations QUALIFICATIONS AND EDUCATION REQUIREMENTS <ul style="list-style-type: none"> • Ability to pass operators test (knowledge of forklift) • Operating permit • Basic written and verbal English/Spanish (desired) language skills • Must be able to handle job stress and interact well with others 			



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PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this Job, the employee is regularly required to sit; use hands to finger, handle, or feel and talk or hear.
- The employee is frequently required to stand; reach with hands and arms and climb or balance.
- The employee is occasionally required to walk and stoop, kneel, crouch, or crawl and spend time making repetitive motions, bending or twisting the body . The employee must regularly lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this Job, the employee is regularly exposed to moving mechanical parts and outside weather conditions.
- The employee is frequently exposed to risk of electrical shock.
- The noise level in the work environment is usually moderate.

ADDITIONAL NOTES

There may be additional responsibilities that are not noted above.

Equal Employment Opportunity Employer. M/F/D/V/SO.

Reviewed By:	Adrienne Howell	Date:	August 10, 2020
Approved By:	Marc Marchini	Date:	August 10, 2020
Last Updated By:	Lupe Mojica	Date/Time:	August 10, 2020

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position

Employee Name: _____ Date _____

Employee Signature: _____

Physician Name: _____ Signature _____ Date _____

Address _____ Phone Number _____