Position Title: Warehouse Utility Worker

Company: Big River Distributors

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS: Indoor and outdoor environment. Position requires heavy lifting (up to 50-60 lbs for beverage cases, 20-40 lbs for food boxes), standing for long periods of time, bending and heavy physical labor. Work involves exposure to cool temperatures in refrigerated areas. May be exposed to traffic hazards and adverse weather conditions.

Position Overview: We are seeking a dynamic and detail-oriented Warehouse Utility Worker for a summer position. This role offers hands-on experience in warehouse operations, logistics management, and customer service within a fast-paced distribution environment.

Key Responsibilities: • Customer Service & Order Processing

* Interact professionally with customers
* Process and verify customer orders
* Maintain accurate documentation of transactions

• Warehouse Operations

* Assist in receiving and processing incoming shipments
* Prepare and organize outbound shipments
* Operate forklift after completion of required training
* Conduct inventory counts and maintain accurate records
* Handle various products including beverages (cases up to 50-60 lbs), food items, and frozen goods
* Assist in maintaining warehouse organization and cleanliness

• Logistics Support

* Work alongside drivers to verify incoming and outgoing freight
* Assist with delivery operations
* Help maintain delivery documentation and records
* Support fleet maintenance activities

• Material Handling

* Safely lift and move beverage cases (up to 50-60 lbs) and food boxes (20-40 lbs)
* Properly handle and store temperature-sensitive items
* Operate manual and powered material handling equipment

Required Qualifications: • Valid driver's license • Strong attention to detail • Excellent organizational skills • Good physical condition • Ability to work in various weather conditions and cool environments • Strong communication skills • Basic computer proficiency • Team-oriented mindset

Additional Information: • Full-time summer position • Training provided for forklift operation • Safety-first work environment • Fast-paced, dynamic workplace • Experience in a warehouse is helpful but not required – we'll train you! • Ability to work in a cool environment (refrigerated areas) • Comfort with lifting and moving products safely • Good attention to detail – accuracy in order verification required • Friendly attitude and communication skills – strong team environment • Willingness to help and learn new tasks as needed

This position offers an excellent opportunity to gain hands-on experience in warehouse operations, logistics, and customer service while developing valuable skills in the distribution industry.

• Warehouse Operations

* Assist in receiving and processing incoming shipments
* Process and sort aluminum cans for recycling
* Stack and organize aluminum cans into pallets (500 cans per bag, multiple bags per pallet)
* Prepare and organize outbound shipments
* Operate forklift after completion of required training
* Conduct inventory counts and maintain accurate records
* Handle various products including beverages (cases up to 50-60 lbs), food items, and frozen goods
* Assist in maintaining warehouse organization and cleanliness

• Material Handling

* Safely lift and move beverage cases (up to 50-60 lbs) and food boxes (20-40 lbs)
* Process and handle bags of aluminum cans (approximately 500 cans per bag)
* Stack and secure bags of cans onto pallets for efficient storage and shipping
* Properly handle and store temperature-sensitive items
* Operate manual and powered material handling equipment