

DOCKWORKER
(Cargo Handler – Platform)

Hourly – Non-Exempt

Job Code – 42304

Updated Date – January 2016

Job Summary:

- Properly load and unload freight using a forklift, pallet jack, hand truck or by hand
- Strap, brace and pad freight to prevent damage or shifting
- Responsible for accurately recording the condition of freight as it arrives at the terminal
- Perform pre-shift and post-shift inspection of dock equipment
- Regular attendance is required
- This is not an all-inclusive list of job requirements and/or duties and may not contain all capabilities necessary to perform the job at all times due to circumstances; Operational, safety and other needs may require the employee to perform any and all other duties as assigned; Employees are expected, and must be able to perform all such duties and tasks

Qualifications:

- High School Diploma or General Educational Degree (GED), or any combination of education and experience, which would provide an equivalent background
- 18+ years of age
- Experience in the transportation industry preferred
- Stable employment history preferred
- Prior operation of a forklift required; or previous forklift certification preferred
- Must be able to push or pull a loaded pallet jack and/or hand truck with a **minimum** load of 70 lbs.
- Physical activities include: standing, walking, lifting, twisting, turning, etc.
- Must have the ability to work all shifts, including overtime and weekends; must be dependable
- Must be able to comply with all company policies, rules, procedures and Code of Conduct
- Must be able to interact well with others
- Must be able to work independently, or in a team setting
- Must be capable of working under tight time constraints in a high volume environment with multiple priorities
- Must be capable of lifting a **minimum** of 70 lbs.
- Responds well to questions; Ability to read, interpret and comply with written information and documents such as safety rules, operations / procedure manuals and maintenance instructions with a high comprehension and concentration level to include the ability to meet deadlines
- Must pass a pre-employment drug screen, random drug and/or alcohol tests, and will be subject to a criminal history background check
- Must be authorized to work in the United States

Supervisory Responsibilities: No

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 frequently exposed to work near moving mechanical parts and fumes or airborne particles. The employee is regularly required to work exposed to chemicals and outdoor weather conditions. The noise level in the work environment is usually moderate to loud.

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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 must be capable of lifting a **minimum** of 70 lbs. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle or feel and reach with hands and arms. The employee is regularly required to stoop, kneel, crouch, or crawl and talk or hear. The employee is regularly required to sit and climb or balance.

THIS JOB DESCRIPTION DOES NOT CONSTITUTE OR CREATE AN EXPRESS OR IMPLIED CONTRACT OF EMPLOYMENT. ALL EMPLOYEES ARE TERMINABLE AT-WILL. JUST AS AN EMPLOYEE MAY TERMINATE HIS OR HER EMPLOYMENT AT ANY TIME, ESTES HAS THE RIGHT TO TERMINATE THE EMPLOYMENT OF ANY EMPLOYEE AT ANY TIME AND FOR ANY REASON, WITH OR WITHOUT CAUSE OR NOTICE.

I ACKNOWLEDGE MY RECEIPT AND UNDERSTANDING OF THE FOREGOING:

NAME: _____

TERMINAL: _____ **EMPLOYEE#** _____

My signature confirms that this is a true and accurate description of the job functions I regularly perform.