



Job Title:	Fork Lift Operator	Job Category:	Purchasing
Department/Group:	Receiving	Job Code/ Req#:	
Location:	Clio, SC	Travel Required:	None
Level/Salary Range:	Hourly	Position Type:	Full Time
HR Contact:	David Tillman	Date Posted:	5/10/19
Will Train Applicant(s):	Will Train Applicant(s)	Posting Expires:	
External Posting URL:			
Internal Posting URL:	Website, Bulletin Board		
Applications Accepted By:			
IN PERSON – 2660 HWY 9 E CLIO, SC EMAIL – DTILLMAN@ARRISHOLDINGS.COM Subject Line: Line Assembler		MAIL: Jeff Little Company Name 2660 Highway 9 East Clio, SC 29525	
Job Description			
ROLE AND RESPONSIBILITIES <ul style="list-style-type: none"> • Works in Safe Manner Following all safety policies while performing job duties • Receives incoming raw materials, stores and supplies production departments • Assures all materials meet current requirements for installation and compliance • Maintains open communication with supervisor regarding safety concerns and component assembly • Maintains clean and organized work area • Maintains good attendance record • Performs various job duties as assigned or needed • Demonstrates a good work ethic based on honesty and integrity 			
QUALIFICATIONS AND EDUCATION REQUIREMENTS <ul style="list-style-type: none"> • High School graduate preferred • Lift Driver certified with valid drivers license • Ability to perform physically demanding tasks • Skilled in the operation of lift and material handling equipment • Ability to accept training and work with teams • Must be 18 years of age • Must be able to pass a pre-employment drug test 			
Reviewed By:	Name	Date:	Date
Approved By:	Name	Date:	Date
Last Updated By:	Name	Date/Time:	Date/Time

