



WAREHOUSE STOCK ASSOCIATE

Are you interested in using your warehouse or customer service experience to make the difference in the lives of 116,000 Alameda County residents every month? Do you strongly believe that no man, woman or child in Alameda County should go to bed hungry? If you said yes to any of these questions, then please consider joining the Alameda County Community Food Bank's mission of passionately pursuing a hunger-free community.

The **Warehouse Stock Associate** is responsible for maintaining stock on our agency shopping floor – our Costco-style shopping experience for our 200+ agencies – by working with the distribution coordinators and warehouse teams. A successful candidate would provide excellent customer service to agency shoppers and guidance to volunteers assigned to the shopping floor. This position is also responsible for entering inventory/distribution data into CERES system.

The 2016 Feeding America Food Bank of the Year, Alameda County Community Food Bank is a well-established and multi-faceted organization serving one in five Alameda County residents. Our organization's success is built on bold decision-making, a culture of equity and inclusivity, and an environment that embraces innovative thinking to create a healthier, more prosperous and just community *for all*. The distribution of 31 million meals annually, through partnership with 200 community organizations, is the core of our efforts – which also include nationally-recognized advocacy and outreach programs, nutrition and wellness education, research, and partnerships in healthcare and education. We have received Charity Navigator's top rating for 11 consecutive years, ranking us among the top one percent of charities nationwide. Please learn more about our efforts at www.accfb.org.

KNOWLEDGE SKILLS AND ABILITIES

- Ability to perform duties in accordance with the Food Bank's Safety and Injury Prevention Program.
- Valid California Class C Driver's License with an insurable driving record.
- Ability to complete multiple tasks within a changing work environment.
- Ability to provide excellent customer service to our member agencies and other departments.
- Prior experience with material handling equipment (e.g. forklifts and pallet jacks). Current Forklift Certification preferred.
- Available to work Saturdays occasionally.
- Basic mechanical, mathematical and writing skills.
- Must have the ability to work in a diverse environment with people of various age, education, ethnic, socio-economic backgrounds.

PERSONAL ATTRIBUTES AND VALUES

- Passion, enthusiasm, focus, and creativity around Alameda County Community Food Bank's vision, mission and values of community, leadership, transparency, and diversity.
- Impeccable integrity and honesty.
- Strong work ethic with an orientation towards constant innovation and process improvement.
- Innovative self-starter and problem solver with a bias towards action.
- Ability to work both independently and in a collaborative setting with people of diverse backgrounds and circumstances.

PHYSICAL REQUIREMENTS

- Ability to lift and carry up to 70 pounds on a regular basis.
- Ability to walk and stand for long periods of time.
- Ability to work in a warehouse environment with temperatures ranging from minus-two degrees to above 90 degrees.
- Ability to bend, squat, stoop, kneel, and reach above your shoulders.

BENEFITS AND COMPENSATION

This is a full-time non-exempt position. The starting salary range for this position is \$20.08 per hour (\$39,156.00 per year) depending on experience. We offer an outstanding benefit package including:

- Medical: 100% for employees and 93% for dependents for Kaiser HMO. Buy-up options to Blue Shield HMO and PPO plans are available.
- Dental: 100% for employees and their dependents.
- Vision: Optional
- Flexible Spending Accounts: Optional
- Commuter Benefit Account: Optional
- Supplemental life, ADD & LTD insurance: 100% coverage.
- 403(b) plan available on the first day with employer match after one year of service.
- Employee Assistance Program: 100% coverage for employee and dependents.
- Generous vacation, sick and holiday leave accruals.

If you meet these qualifications and want to join our mission, please send your *resume and cover letter* through our careers page located at <https://www.accfb.org/about-us/careers/>

Due to high volume from our open positions and our limited capacity, we are unable to accept phone inquiries at this time. Thank you for your interest!

ACCFB provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, ACCFB complies with applicable state and local laws governing nondiscrimination in employment in every location in which the ACCFB has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training.

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