

**LOS ANGELES REGIONAL FOOD BANK
JOB AD**

POSITION: Warehouse Staff
SUPERVISOR: Operations Manager
STATUS: Hourly; Union*: Teamsters Local 848
PAY RANGE: \$24.65/ Hourly



LOS ANGELES REGIONAL FOOD BANK

The mission of the Food Bank is to mobilize resources to fight hunger in our community. To fulfill our mission, we source and acquire nutritious food and other products and distribute them to people experiencing nutrition insecurity through our partner agency network and directly through programs; energize the community to get involved and support hunger relief; and conduct hunger and nutrition education and awareness campaigns and advocate for public policies that benefit the people we serve. Food Bank employees are hired because of their unique skills, diverse perspective, and their commitment to our mission. This means that each of us, working together, will do all that we can to fulfill our vision that no one goes hungry in Los Angeles County. Our core values include: Respect, Stewardship & Accountability, Collaboration, Urgency, Service, Integrity and Diversity. Our organization is committed to maintaining a positive and engaging workplace for all employees.

ESSENTIAL DUTIES

Handle incoming products in the warehouse in a safe and timely manner, fills orders, stocks racks, keeps the facility clean and rotates stock.

WHAT YOU'LL DO

Warehouse and Operations: Operates pallet jacks (electric and manual) and forklift in a safe manner. Comply with all safety requirements such as inspection reports and prompt notification of equipment issues. Unload trucks using pallet jacks. Tag incoming products according to category. Verify accurate or tagged items notify supervisors of quality or accuracy concerns, Inspect and sort product's Advise Supervisors of food safety or chemical concerns., Palletize products according to established safety protocols ; notify supervisors of quality or accuracy concerns. Works in freezer and refrigerated rooms as needed (Cooler/Freezer).

QUALIFICATIONS

- 18 years of age or older.
- Must be literate in English in order to read and understand work documents.

- Ability to lift 40 pounds.
- Ability to operate forklifts and pallet jacks (electric and manual) in a safe manner.
- Ability to understand bills of lading, receiving documents, inventory documents, product order forms, and any other documents relevant to the department.
- Good communication skills.
- Must be able to sit, stand and walk for extended periods of time.
- Able to lift a minimum of 40 lbs throughout the shift.
- Must be able to handle stress caused in meeting deadlines with tight deadline requirements.
- Forklift experience and/or forklift certification.
- Passion for the Food Bank's mission and commitment to the values of the organization: collaboration, inclusion, diversity, equity, accessibility, respect, service, stewardship & accountability.

BENEFITS

We offer a comprehensive benefits package:

- Medical: Employee HMO coverage as little as \$10 per bi-weekly paycheck and access to Nonstop Health funds
- Dental: Employee HMO coverage available at no cost
- Vision: Comprehensive vision insurance with generous allowances for examinations and material costs
- Flexible Spending Accounts
- Employer-paid Life Insurance and Long-Term Disability
- Optional Long-Term Care Insurance
- 403(b) retirement savings plan with employer match
- Employee Assistance Program (EAP) with expanded Mental Health
- Employee recognition programs
- Growth & career development support for professional certifications and additional training resources
- Vacation: Two weeks annually for the first three years, with a floating holiday available.
- Holiday: Nine paid holidays; eligible upon date of hire
- Sick Leave Time available

*Required to pay Union dues and a one-time initiation fee.

As a part of the Food Bank's pre-employment screening process, all potential employees are subject to a Criminal Background Check.

In instances of a federal, state or locally declared emergency, Los Angeles Regional Food Bank is typically considered an essential service and emergency responder; all of its employees may be called in to perform regular or emergent duties.

The Los Angeles Regional Food Bank is proud to be an "Equal Opportunity Employer." Applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status. The Food Bank fosters an organizational culture where

ideas and decisions from all people help us grow, innovate, and serve in a rapidly changing world. We strongly encourage people from underrepresented groups to apply.

Interested in joining our team? To learn more about this opportunity and apply, visit our [Career Center](#).