



Job title	<i>Warehouse Associate</i>
Reports to	<i>Warehouse Manager</i>

Company Overview

Micco Companies is a family owned holding company with a diverse operating portfolio that includes The Chickenburger, Harvest Wines and Spirits, Regional Storage and Logistics (RSL), Palooka's Executive Fitness and the Colin and Belle MacDonald Charitable Foundation. A long term and respected member of the Halifax business community, Micco has a commitment to growth and expansion and currently employs over 200 Associates.

Position Summary

The Warehouse Associate may perform other duties, both major and minor, which are not mentioned below, and specific functions may change from time to time based on business requirements.

Responsibilities

- Picking, packing, shipping of goods per established procedures; loading and wrapping stock on pallets.
- Performs cross divisional work: retail, transload, web, refurb.
- Operation of Material Handling Equipment to perform loading and unloading materials and merchandise.
- Storing and retrieving inventory in accordance with company protocols.
- Identifying damages and reporting shortages or quality deficiencies to management.
- Ensuring cleanliness, tidiness, and safety of the work environment.
- Counting and confirming inventory; marking and labeling stock as requested.
- Enter and maintain task activity data and the appropriate documentation.

Qualifications:

- 18 years of age or older.
- Ability to pass a security clearance.
- Work experience in general labor, preferably in a warehouse.
- Equipment operational experience is an asset.
- Basic computer skills.
- Strong team player with good people skills.
- Physically strong, agile, and dexterous with the ability to sit, stand and walk for extended amounts of time.