

Ozarks Food Harvest

Job Description

Job Title: Warehouse Associate

Classification: Non-Exempt

Department: Operations

Reports to: Director of Operations

At Ozarks Food Harvest, we're passionate about making a difference in the lives of others — especially those who are food insecure. We believe everyone deserves enough to eat so that they can lead a full and healthy life. Each member of our team is proud of his or her work because we know collectively we are making a real impact. Our mission has helped us build strong careers and a culture dedicated to working smart and hard.

We encourage you to view a behind-the-scenes video showcasing our work at ozarksfoodharvest.org.

Job Summary

- This is a first shift, temp-to-hire opportunity 8:00-4:30.
- Pay will start at \$16.25/hour, with yearly reviews and potential to receive raises. Ozarks Food Harvest offers great benefits and work environment!
- Ideal candidate would have experience accurately picking and pulling orders, driving a forklift, using pallet jack, and counting inventory.
- This is a very fast-paced and physical position requiring accuracy and ability to use math on-the-go.
- Physical Requirements: Must be able to stand/walk throughout the day; ability to maneuver and operate machinery such as a forklift; bend, reach, stoop, and twist with product in hand; lift up to 50 pounds consistently throughout shift.

Apply

To apply, you must take a math test and be willing to submit to a drug screen and background check. Please fill out the application below and submit to Steve Roberts at sroberts@ozarksfoodharvest.org with "Ozarks Food Harvest Warehouse" in the subject line.

This job description does not list all the duties of the job and is not a contract for employment. You may be asked to perform other duties. You will be evaluated in part based upon your performance of the tasks listed in the job description. Ozarks Food Harvest has the right to revise this job description at any time. Section 3 applicants are encouraged to apply.



EMPLOYMENT APPLICATION

Applications are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, or in the presence of a non-related medical condition or handicap.

Name _____ Date _____

Address _____ Phone # _____

City _____ State _____ Zip _____ Social Security # _____

Are you a citizen of the United States of America? Yes No

Have you applied here before? Yes No When? _____ Position applied for? _____

Start When _____ Full time Part time Temporary Other _____

EMPLOYMENT EXPERIENCE; Start with your present job or last job. Include military assignments and other volunteer activities. Exclude organizational names which indicate race, color, religion, sex, or national origin

Employer 1 _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Supervisors' Name _____

Job Title _____ Reason for leaving _____

Dates of Employment: From _____ To _____ Salary or Hourly rate _____

Employer 2 _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Supervisors' Name _____

Job Title _____ Reason for leaving _____

Ozarks Food Harvest is an equal opportunity employer. It is our policy that there shall be no discrimination or preferred treatment of any person because of color, sex, race, religion, age or disability.

Dates of Employment: From _____ To _____ Salary or Hourly rate _____

Employer 3 _____

Address _____ City _____ State _____ Zip _____

Phone # _____ Supervisors' Name _____

Job Title _____ Reason for leaving _____

Dates of Employment: From _____ To _____ Salary or Hourly rate _____

REFERENCES: Give names of three persons not related to you whom you have known at least one year.

NAME	ADDRESS	BUSINESS	YEARS KNOWN

EDUCATION

Schools/Colleges Attended: # Years Year Grad. Degree

Describe any special qualifications for this job:

Drivers License # _____ State _____ Expiration _____

Are you a veteran of the U.S. Military service? [] Yes [] No

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HAVE YOU EVER BEEN CONVICTED OF A FELONY?

Yes No

HAVE YOU BEEN CONVICTED OF A MISDEMEANOR COMMITTED WITH THE PAST FIVE YEARS?

Yes No

If you answer "YES" to either question please provide details. This information will not necessarily bar you from employment. _____

MAY WE INQUIRE OF YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER, QUALIFICATIONS, AND WORK RECORD? Yes No

(If you answer "NO" it will not affect our review of your qualifications. If you answer "NO" and we need to contact your present employer before we can offer you a job, we will contact you first.)

I UNDERSTAND THAT I WILL BE SUBJECTED TO A PRE-EMPLOYMENT DRUG SCREEN, A BACKGROUND CHECK & WILL NEED TO PROVIDE A CURRENT MVR. Yes No

IF APPLYING FOR A DRIVING POSITION, I UNDERSTAND THAT I WILL BE SUBJECTED TO RANDOM DRUG SCREENINGS. Yes No

I CERTIFY that answers given herein are true and complete to the best of my knowledge. I authorize investigations of all statements contained in this application for employment as may be necessary in arriving at an employment decision. I understand that this application is not intended to be a contract of employment. In the event of employment, I understand that false or misleading information given on my application or interview may result in termination.

I CONSENT to the release of information about my ability and fitness for employment by employers, schools, law enforcement agencies, credit record agencies, references and other individuals and agencies to Ozarks Food Harvest, Springfield, MO.

Signature _____ Date _____

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