



Forklift Operator Belgium, WI

GENERAL SUMMARY:

Responsible for supplying production with all materials necessary to formulate product. Also responsible for shipping and receiving of all materials associated with the contract operations department.

PRINCIPLE DUTIES AND RESPONSIBILITIES:

- Receive through truck docks all raw materials for contract operations department. Once received, materials are put on plant hold until samples have been pulled, analysis have been taken and results showing their correctness have been received.
- Load finished product onto trucks using all of the necessary paperwork for intensive purposes.
- Notify office of any changes on order (weight cut, shipped short or not product, etc).
- Supply the production and packaging areas with all necessary materials.
- Record all pertinent information about ingredients onto check sheet prior to being used in production.
- Keep all forklift traffic areas neat and orderly.
- Double-check all number on items being shipped or brought into production and packaging.
- May perform other duties as assigned by the supervisor/department manager.
- Adhere to all Lakeside Foods policies and procedures.
- Notify supervisor immediately of any unsafe or potentially hazardous conditions are discovered. Also in the event that anything should be out of established specification

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

Knowledge:

- Six months to one year of related experience and/or training.

Language Skills:

- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals.
- Ability to write routine reports.

Mathematical Skills:

- Ability to perform basic mathematics. Including decimals and percentages.

Reasoning Ability:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

TEAMWORK AT LAKESIDE (TAL):

- Through individual and team efforts, enthusiastically work toward the continuous improvement of his/her job, work area, department and Lakeside as a whole. Fully participate in TAL by "living" Lakeside's Standards of Conduct and being an active member of operational and project teams. By action and work, clearly and visibly demonstrate the spirit of teamwork, cooperation and respect for others in all business transactions and exchanges.

The applicant should have three to five years experience as a Field Mechanic or equivalent experience. Knowledge of the operation, preventative maintenance and repair of field equipment would be useful as well.

Interested applicants should contact:

Lakeside Foods
Attn: Human Resources
705 Main Street
PO Box 332
Belgium, WI 53004
Phone: (262) 285-3299
Email: mescareno@lakesidefoods.com

M/F/V/D Employer