

*Our vision is a Manitoba where no one goes hungry. We operate the largest community food network in the province to alleviate hunger, promote access to nutritious foods, and help support healthier living for Manitobans in need. Join our Crew and help us nourish our communities.*

## **Warehouse Associate Job Description Full-Time**

**Harvest Manitoba** is an outstanding place with employees that care greatly about the work that we do and the people that we work with and serve. We are seeking dedicated **Full-Time Warehouse Associate** that will work well with our team and ensure the consistent and proactive flow of food into the organization, arranges the pick-up and receipt of food donations from various donors, organizes these donations and facilitates the distribution to the various agency partners. This person must have exceptional organizational and time management skills and should be knowledgeable about our city routes.

### ***What you will do:***

- Prepare agency orders for delivery.
- Clean and organize the cooler, freezer and staging areas after orders are completed and prior to storing new food items.
- Operate forklifts and/or pallet jacks to restock cooler and order-prep area.
- Make pickups and deliveries using Winnipeg Harvest vehicles.
- Load and unload Winnipeg Harvest vehicles.
- As a member of the Winnipeg Harvest CREW, support the team however needed to ensure operational needs are being met.

### ***About You:***

- A strong belief in the dignity of all human beings and a positive and caring approach.
- Previous experience in warehouse operations, preferably 3 or more years, is required.
- Valid class 5F driver's license and a clean driver's abstract is required.
- Ability to lift, push, pull a minimum of 50 lbs., sit, and stand for extended periods of time.
- Excellent attention to detail & strong organizational skills.
- Experience working with food safety guidelines, and an understanding of the associated safe-work-procedures and hygiene principles.
- Clear communication skills with the ability to read, write legibly and follow oral and written instructions.
- Knowledge of food-security and poverty issues (an asset).
- A strong team focus, ability to work well with others and an interest in supporting the organization and its CREW.

**Evening and weekend shifts will be required as business levels dictate.**

**Apply with your resume and cover letter to [hr@harvestmanitoba.ca](mailto:hr@harvestmanitoba.ca)**

**We thank all candidates for their interest; however only those considered for an interview will be contacted.**