

# THE LOADING DOCK

A NON-PROFIT BUILDING MATERIALS REUSE CENTER

*"You could build a house with what people throw away."*

## REUSE WAREHOUSE ASSOCIATE

**SALARY & SCHEDULE:** \$14 - \$18/hour dependent on experience; part-time OR full-time, 20 – 45 hours/week. Current schedule is Monday – Friday, 8am – 4pm, occasional Saturdays. Reports to Store Manager & Warehouse Supervisor.

**MISSION:** The Loading Dock, Inc. (TLD) redirects useable materials from the waste-stream and redistributes them low-cost to the community. "You could build a house with what people throw away!"

**ORGANIZATIONAL OVERVIEW:** TLD is a warehouse operation full of new and used building materials that are sold to the public in its 45,000 square foot warehouse located in SE Baltimore City near Highlandtown. TLD is the nation's first successful, self-sustaining non-profit build materials reuse center, since 1984!

*TLD is an equal opportunity employer and encourages ALL qualified candidates to apply.*

**POSITION GOALS:** This position will 1) move product through the receiving process and onto the Sales Floor and 2) participate with larger warehouse organization projects.

### REQUIRED SKILLS & EXPERIENCE:

- Ability to work in a warehouse environment and outside (hot & cold, dusty)
- Ability to lift up to 50 lbs.
- Customer service skills

### PREFERRED:

- Building material knowledge
- Spanish speaking skills a plus
- Forklift experience a plus (sit-down propane) but not required
- Construction site experience a plus

### JOB DUTIES:

- Product & section maintenance and organization (throughout warehouse)
- Tasks include:
  - Unloading trucks
  - Cleaning & sorting product
  - Organizing materials on pallets
  - Moving materials to the Sales Floor from overstock
  - Using equipment as trained, such a pallet jacks
  - Cleaning warehouse sections (sweeping, etc.)
- Customer service on the Sales Floor

**BENEFITS:** After successful completion of the 90-day introductory probation period, this person will be eligible to join TLD's health coverage plan and accrue paid leave