

Position Profile:

The purpose of a Material Mover is to ensure delivery of job materials to the line/staging area for production or assembly. The role also returns excess materials to proper storage areas. The Material Mover is also responsible for preparation of materials that require mixing, dilution, heating, or other physical preparation in order to be used for production or assembly.

Work Responsibilities:

- Use forklift, power jack and/or pallet jack to move materials to staging areas. Stage raw material in the designated area, provided by the supervisor, for the production line to operate uninterrupted.
- Count and return unused materials to the proper storage areas or staging areas for return to other locations
- Remove pallets from production/shipping floor
- Load production line wax tanks
- Prepare liquid fill product mixtures
- Prepare votive wax tanks
- Ensure oil storage area is kept safe, tidy, and ready for daily use

Driver Duties:

- The Material Mover may be assigned responsibility for transporting materials between locations.
- This assignment includes operating a box truck on a local route to ensure the timely delivery of all raw materials and finished goods to meet scheduled production and shipping activities.

Minimum Qualifications

- High School Diploma or Equivalent
- One Year of experience in a warehouse or production environment
- Forklift Driver Certification
- Current Driver's License and ability to pass driving background check

Core Competencies:

- Ability to safely operate a forklift, pallet jack and box truck.
- A strong attention to detail and accuracy.
- Strong math skills – ability to multiply, add, subtract, divide – works with fractions, weight and metrics.
- Strong problem-solving skills.
- Ability to quickly adapt to shifting priorities and manage multiple tasks simultaneously.
- Ability to work in a team environment.
- Ability to maintain and protect company proprietary information
- Ability to maintain a strong and consistent attendance history.

Travel Requirement:

- Less than 5%

*** Note: This job description does not restrict CURiO's right to assign or reassign duties or responsibilities to this job at any time. This document does not create an employment contract, implied or otherwise. It does not alter the "at will" employment relationship between the company and the employee*