

Job Posting CFBNJ Warehouse Associate

The Community FoodBank of New Jersey (CFBNJ) is a non-profit organization whose mission is to fight hunger and poverty in NJ by assisting those in need and seeking long-term solution. It distributes 50 million pounds of food a year to more than 1,000 non-profit programs, as well as more than 400 programs served by its Partner Distribution Organizations (PDOs). More than 4.7 million times a year, someone in need is fed by Community FoodBank of New Jersey's network of partner charities. A designated 501(c)(3) charitable organization, the Community FoodBank of New Jersey is a member of Feeding America, the nation's largest network of food banks, as well as a member of the New Jersey Federation of Food Banks.

The Community FoodBank of NJ is looking for a Warehouse Associate to join our Operations. This role will report directly to the Warehouse Manager and is located in the Hillside, NJ warehouse.

In this role, you will move in-bound and out-bound product and to appropriate staging and/or storage areas as directed, in accordance with CFBNJ safety procedures. In addition, you will track inventory walk-in donations, pick agency orders accurately and timely by locating and transporting all agency orders to the staging or loading areas for pick up by agencies, check and verify all agency orders against order pick sheet for accuracy and correctness; and report any order discrepancies to the supervisor. You will assist in the off-loading of inbound product and supplies, and move them to the appropriate staging and storage areas, maintain daily upkeep and cleaning of dock area (inside and outside), and review all associated paperwork for accuracy.

Qualified candidates will have a minimum of a High School diploma (or equivalent). Must be able to lift bulk materials (up to 50 pounds) and be comfortable working in extreme temperatures. A positive, can-do attitude, excellent communication and interpersonal skills are key to success, along with a high degree of self-motivation and the ability to work well on a team and learn new concepts quickly. Qualified candidates should send a resume to mikee@creativeworkforce.com.

Equal Opportunity Employer