

Material Handler Job Description template

Material Handler Job Description Template/Brief

We are seeking a reliable Material Handler to join our logistics team. The Material Handler will manage inventory movement, ensuring timely and accurate delivery of materials within the warehouse. This role involves physical labor, organization, and attention to detail. The ideal candidate should be able to lift heavy items, operate warehouse equipment, and maintain inventory records.

Material Handler Job Profile

A Material Handler is responsible for moving and organizing materials within the warehouse. They play a key role in maintaining efficient workflow by ensuring materials are placed correctly and accessible for production. This position requires physical strength, organizational skills, and the ability to operate material handling equipment.

Reports To

The Material Handler reports to the Warehouse Manager.

Material Handler Responsibilities

- Load and unload materials from delivery trucks.
- Move materials to storage areas using forklifts or other equipment.
- Maintain inventory records and perform regular stock checks.
- Keep the work area clean and organized.
- Operate warehouse equipment safely and efficiently.
- Assist in packing and preparing materials for shipment.
- Coordinate with team members to ensure smooth material flow.
- Report any discrepancies or damaged materials to the supervisor.

Material Handler Requirements & Skills

- Previous experience as a material handler or similar role.
- Ability to operate forklifts and other warehouse equipment.
- Physical stamina to lift heavy items and stand for long periods.
- Basic math skills for inventory management.
- Good communication skills and ability to work in a team.
- Attention to detail and strong organizational skills.
- High school diploma or equivalent.