



## Warehouse Clerk/Driver

Burlington, WA

AFCO Distribution (a division of Skagit Farmers Supply) serves over 800 retail customers in Washington, Oregon, Idaho, Montana Nevada, Utah, Wyoming, and Alaska. The company distributes over 7,000 products including animal feed, garden and nursery supplies, wildlife products, pet food and supplies, fencing and livestock equipment. The employees of AFCO Distribution take great pride in offering excellent products at competitive prices with our benchmark customer service.

The company is seeking candidates for a Warehouse Clerk/Driver at its distribution center in Burlington, WA.

### JOB RESPONSIBILITIES

Ideal candidates will possess a high level of initiative, discretion and independent judgment, with a can-do attitude and the ability to multi-task. One who can see things that need to be done and figure out a way to do them effectively and efficiently. Job responsibilities include, but are not limited to:

- Complete orders by accurately picking, loading and unloading products as needed
- Accurately place and store products in accordance with company standards and government regulated specifications
- Receive inbound deliveries and prepare outbound shipments for distribution to company locations
- Performing inventory maintenance activities
- Safely operate vehicles, forklifts, pallet jacks and other warehouse equipment
- Maintain the overall general upkeep and housekeeping of the warehouse and surrounding area while adhering to OSHA, state & federal safety regulations
- Exhibit an ability to get along with others
- Practice punctual and reliable attendance
- Perform other duties as assigned

### JOB REQUIREMENTS

- High school diploma or equivalent
- Any combination of education, training, or experience that provides the required knowledge, skills and abilities with an emphasis on analyzing information and evaluating results
- Strong organizational, multi-tasking, problem-solving, and analytical skills
- Demonstrate a commitment to excellence and high standards especially in terms of providing outstanding customer service
- Physical ability to stand for extended periods; bend, stoop and kneel frequently
- Currently possess, or be able to acquire, a valid class A commercial driver license (CDL). Applicants who do not have a CDL will be required to obtain one within a pre-specified period of time utilizing the company's in-house training program.
- Physical ability to lift, carry, push and pull up to 60 pounds (occasionally 80 pounds with assistance)
- Professional appearance and demeanor
- Proven track record of being dependable and reliable
- Must pass pre-employment drug screen (which includes marijuana) as a condition of employment
- Must be at least 18 years of age or older to perform the functions of this position for compliance with state and federal rules

## PREFERRED QUALIFICATIONS

- Experience working in a warehouse and/or retail setting, or understanding of shipping/receiving processes
- Product knowledge in one or more of the following areas: feed, seed, pet food & supplies, hardware, fencing, animal health, tack, clothing & footwear, lawn & garden or wild bird supplies
- Experience safely operating pallet jacks, forklifts and other warehouse equipment
- Demonstrate proficiency using Windows-based computer software, including (but not limited to) Microsoft Excel, Word and Outlook

## SCHEDULE

This is a full time, 40 hours per week position, typically Monday - Friday. Qualified applicants must be available to work evenings and/or weekends as needed.

## COMPENSATION & BENEFITS

A wage will be discussed during the interview process. After meeting eligibility requirements, benefits include:

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| • <b>Medical Insurance</b>              | • <b>Sick Pay</b>                        |
| • <b>Dental Insurance</b>               | • <b>Holiday Pay</b>                     |
| • <b>Life Insurance</b>                 | • <b>401(k) Retirement Match</b>         |
| • <b>Long-Term Disability Insurance</b> | • <b>Employee Discounts</b>              |
| • <b>Vacation Pay</b>                   | • <b>Dependent Tuition Reimbursement</b> |

## TO APPLY

Submit completed Applications for Employment to one of the following:

**Mail:** AFCO Distribution  
Human Resources  
PO Box 266  
Burlington, WA 98233

**Email:** [HR@afcodistribution.com](mailto:HR@afcodistribution.com) (reference "AFCO Warehouse Clerk/Driver" in subject field)

Applications for Employment may be obtained at [www.afcodistribution.com](http://www.afcodistribution.com) or [www.skagitfarmers.com](http://www.skagitfarmers.com).

*AFCO Distribution & Milling is a division of Skagit Farmers Supply, a local co-operative serving the community since 1934 and based in Burlington, WA. Skagit Farmers Supply also operates divisions in energy (propane & bulk petroleum), agronomy and 12 retail Country Stores. AFCO operates two wholesale distribution centers; one in Spokane Valley, WA & another in Burlington, WA. AFCO distributes products to customers in eight western states; however, this position is based in Burlington and will service only locations in northwest Washington State.*

