JOB DESCRIPTION

Forklift Operator

Position Summary

The Forklift Operator is responsible for safely operating forklifts to load, unload, move, stack, and organize structural steel materials within the warehouse, yard, or production facility. This role ensures timely material handling to support fabrication, shipping, and receiving operations while maintaining a safe work environment.

Key Responsibilities

- Operate forklifts to transport structural steel materials (beams, pipes, plates, tubing, etc.) safely and efficiently
- Load and unload steel products from trucks and trailers
- Move raw materials to production areas and finished products to storage or shipping areas
- Stack and store materials in designated areas, ensuring stability and safety
- Assist with inventory counts and material identification
- Inspect loads to ensure they are secure and properly balanced
- Perform daily forklift inspections and report maintenance issues
- Follow all workplace safety policies and OSHA regulations
- Assist warehouse or yard team with general labor tasks as needed
- Maintain clean and organized work areas

Required Qualifications

- High school diploma or equivalent preferred
- Valid forklift certification (or ability to obtain certification)
- Basic understanding of warehouse or industrial operations
- Ability to read work orders and shipping documents
- Good communication skills and teamwork attitude

Physical Requirements

- Ability to lift up to 50 lbs (assistance may be required for heavier materials)
- Ability to work outdoors in varying weather conditions
- Prolonged periods of sitting, standing, bending, and moving materials
- Ability to safely handle heavy and oversized steel products

Work Environment

- Industrial warehouse or outdoor yard setting
- Exposure to loud noise, heavy machinery, and moving equipment
- Required use of PPE (hard hat, steel-toe boots, gloves, safety glasses, etc.)

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