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***Immediate Job Opening***

**Job Title**: Product Recovery Inspector

**Job Summary**: The primary responsibilities of this position are to ensure maximum utilization and proper handling and inspection of donated product and to provide training and supervision of volunteers.

**Job Duties**:

* Receive and inspect perishable/salvage product
* Assess the condition of donations, placing acceptable products in proper storage and immediately discarding all unacceptable products
* Keep accurate log entries of all donations
* Mark, sort and box all recovered product
* Supervise and train all volunteers assisting with product inspections
* Follow procedures pertaining to proper handling of inventory temperatures
* Maintain first in/first out inventory control
* Report any spoilage or disposal of inventory to the Inventory Coordinator
* Submit required reports and information to the Inventory Coordinator and Management
* Operate forklifts, electric and manual pallet jacks and other warehouse equipment
* Conduct periodic physical inventories as directed
* Assist with the maintenance and cleaning of the warehouse and equipment
* Comply with all health regulations and other laws that govern food handling

**Qualifications**:

* High school diploma or equivalent.
* 1 year of experience operating a pallet jack and food handling/inspection.
* Ability to read, write and speak English.
* Ability to count, add, subtract, multiply, and divide with comprehension.
* Must have flexible availability to include Saturdays.

**Rate of Pay**: $11.50/hour

**Job Closing Date**: until filled

Please complete an application and submit to Martha Cabrera, HR Generalist at 826 Krill Street, Corpus Christi, TX 78408 or email to mcabrera@coastalbendfoodbank.org