



## *Immediate Job Opening*

**Job Title:** Product Recovery Inspector

**Job Summary:** We are seeking a dedicated and detail-oriented individual to ensure the effective utilization, handling, and inspection of donated products. This role also involves training and supervising volunteers to maintain efficiency and quality standards, contributing to our organization's mission.

**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:** \$13.00/hour

**Job Closing Date:** Friday, June 6, 2025

Please complete an application and submit to Martha Cabrera, HR Manager at 5442 Bear Lane, Corpus Christi, TX 78405.