



## Warehouse Packager

Turning Point for God is the radio and television ministry of Dr. David Jeremiah, senior pastor of Shadow Mountain Community Church. It is an international ministry with a vision to reach every language group in the world with the Gospel and the teachings of God's Word. From a modest beginning thirty-eight years ago, Turning Point is now accessible by 2.5 billion people worldwide every day through radio, television, and the Internet.

### Position Summary:

The employee in this position is responsible for packaging and shipping, performing heavy lifting and delivering supplies and equipment to staff. Work is subject to inside and outside environmental conditions. Due to the open environment of the warehouse, the employee must be able to work in various weather and temperature conditions to include extreme heat, and cold. Work is supervised by the Warehouse Manager.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

### Essential Functions:

- Responsible for manually packaging a variety of products for shipment
- Verify items pulled for shipment are correct
- Seal and label packages
- Fills supply orders, making deliveries to all departments in the organization
- Operates the necessary equipment to support the warehouse
- Breakdown cardboard for recycling
- Maintains and cleans the work area and equipment for the purpose of maintaining an organized layout and safe work environment
- Performs related duties as assigned by the Manager or his designee

### Qualifications:

- Ability to follow instructions and organize work duties accordingly
- Ability to be flexible in work assignments and accept changes in duties and work assignments as needed
- Must have good verbal and written communication skills as well as the ability to read and remember details
- Must be able to interact effectively with personnel
- Ability to key 50 WPM
- Must have working knowledge of Word and Excel
- Must be comfortable with and have an affinity for working with numbers

### Skills:

- Excellent physical health is required as it involves loading and unloading merchandise. The work is physically demanding, therefore must be able to physically perform the basic life operational functions of climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motion
- May be required to stand for long periods of time

- May involve some repetitive motions
- Must be able to lift up to 50 pounds
- Specific skills required to satisfactorily perform the functions of the job include using material handling equipment which includes operating forklifts, pallet jacks, hand trucks, etc.

**Education:**

- High School Diploma or Equivalent

**Certifications and Licenses:**

- Training and certification are available by material handlers to operate heavy-lifting machinery such as forklifts and pallet jacks

**Other:**

- Position is full-time at Turning Point International Headquarters in Lakeside, CA
- Must be a like-minded believer and share our passion to deliver the unchanging Word of God to an ever-changing world

Please email your resume, cover letter and Christian testimony to [jobs@davidjeremiah.org](mailto:jobs@davidjeremiah.org)