

Costco Forklift Driver Job Description

- Use the forklift to move merchandise from one place to another
- Operate other controls or mechanical devices that operate lifting devices like lift beams
- Load, unload, pack, and move materials
- Inspect all products to be moved for accuracy, and safely move them to the warehouse
- Load and offload materials onto skids, pallets, and vehicles, and also off them
- Place the forklift or any other lifting tool over, under, or around loaded boxes, skids or pallets
- Ensure that the loaded materials to be transported are secure
- Ensure that products are safely moved to their various designated areas
- Weigh merchandize and record the weight or other production data on tags or labels
- Observe and comply with environment, quality, health, and safety procedures
- Personally check all quality descriptions of the merchandise which are to be moved
- Ensure that all products are stacked properly
- Carry out routine checks on the forklift and similar devices
- Report to the warehouse supervisor or manager
- Stack and empty the inbound shipments
- Perform a quality check on all the inbound merchandise
- Carry out regular checks and maintenance on forklift and other control equipment
- Recognize and report electrical and mechanical flaws to the warehouse manager
- Pack merchandise in the stockroom or warehouse manually

- Move items from the stockroom to different units inside the organization by utilizing either the forklift or by hand
- Pack and move different things apart from products as instructed by the supervisor
- Move chemicals, wastes, and other items using the forklift
- Drive trucks and/or any other movable machine(s)
- Place the forklift under, over, or around loaded boxes or pallets.