

# Home Depot Appliance Specialist Job Description

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- Arrange merchandise on pallets or racks to meet customer requirements; label and date cases
- Remove faulty stock from the sales floor
- Operate merchandise handling equipment such as hand trucks, forklifts or automatic unloading equipment; act as receiving clerk to unload trucks
- Transport products using wheeled carts, hand trucks or dollies
- Package and mark shipments for delivery; weigh packages for billing purposes; load merchandise into customer vehicles or sales floor displays
- Assist in warehouse operations such as moving, shelving, sorting and counting stock.
- Repair or replace defective merchandise
- Assist in receiving and shipping, including unloading trucks and breaking down cartons
- Perform cleaning and minor maintenance duties such as sweeping, mopping, and restocking supplies and equipment
- Replace light bulbs or fluorescent tubes; dust furniture and shelves;
- Collect trash and discard non-saleable material
- Sets up or assist in setting up displays for incoming or current merchandise
- Operate cash registers to complete transactions
- Operate point of sale equipment
- Maintain records on stock inventory and replenishment orders; verify stock shipments against invoices; notify supervisor or manager of incorrect shipments.