



**Coast Citrus Distributors was formed in 1950 and is a major wholesaler in fruits and vegetables in the United States**

**We are looking to fill the following position in our San Diego location for both day and night shifts**

## **Receiver**

The key responsibilities of a Receiver are the proper inspection, product count, lot assignment and distribution (receipt) of product to designated slot locations. Receiver is also responsible for rotating stock for perishability control, accurate physical inventories and accurately and timely distributing and preparing receiving documents.

### **General Functions and Specific Responsibilities** *(Include but not limited to the following)*

- Inspects and receives product according to the pre-established receiving policy procedures.
- Notifies Operation Manager and Buyer of any quality defects immediately.
- Store Product on racks according to predetermined quality standards and temperature.
- Assist with Sorting when necessary.
- Assures that product is properly marked with identifying information.
- Records amounts of product or items received on the computer system.
- Weighs or counts items for distribution within plant to ensure conformance to company standards.
- Uses computer to enter records.
- Compiles worksheets or tickets from customer specifications.
- Assists in taking daily physical inventory.

### **Job Requirements:**

- Effective communication/comprehension skills – verbal and written
- Ability to perform work accurately and thoroughly
- Ability to work independently with minimal supervision
- Must be able to stand for extended periods of time and lift up to 50lbs.
- Frequent bending and twisting movement
- Grasp of product
- Kneeling and stooping as the job requires
- Forklift and Power Pallet Jack Certification preferred

**\*\* This position requires, standing for long periods of time, bending, walking and concentrating at all times\*\***

### **Great Benefits**

- **Company paid Health/Dental insurance for full time employees**
- **Eight paid holidays per year.**

- **Paid sick days.**
- **25% match on 401k contributions.**
- **Employee Stock Ownership Plan.**
- **Profit Sharing Plan.**
- **Pleasant and casual working environment.**

**Apply in person to:  
Human Resources Department  
Coast Citrus Distributors Inc.  
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Equal Opportunity Employer**