

## **JOB DESCRIPTION**

<b>JOB TITLE:</b>	<b>FORKLIFT OPERATOR</b>
<b>DIRECT REPORT:</b>	<b>PACKHOUSE MANAGER</b>
<b>EMPLOYMENT TYPE:</b>	<b>FIXED - TERM</b>

### **PURPOSE OF THE JOB:**

The Forklift Operator is responsible for the safe and efficient operation of a forklift to move, load, unload, and stack agricultural products, materials, and equipment within the farm and packhouse. The role ensures compliance with safety, quality, and operational standards to support smooth packhouse and farm activities.

### **KEY RESPONSIBILITIES:**

#### **1. Strategic & Operational**

- Operate a forklift safely and efficiently to transport agricultural products (e.g., dates, pallets, packaging materials) within the farm and packhouse.
- Load and unload trucks, trailers, and containers with farm produce and materials.
- Move pallets and materials to designated storage areas as per instructions.
- Ensure proper stacking and storage of goods to prevent damage and maintain quality standards (BRC, HACCP, SMETA).
- Conduct pre-inspection checks of the forklift before and after use, reporting any faults or maintenance requirements.
- Assist in maintaining accurate records of stock movements and deliveries.
- Follow health, safety, and hygiene protocols at all times, including correct use of PPE.
- Adhere strictly to farm vehicle and equipment rules (e.g., speed limits, no unauthorized trips).
- Support packhouse operations and assist with other duties when required.

#### **2. Qualifications & Skills**

- Minimum Grade 10 (or equivalent)
- Valid forklift operating license / certification.
- At least 2 years' proven experience as a forklift operator, preferably in agriculture or packhouse environment.
- Knowledge of safe lifting techniques and load limits.

#### **3. Performance Indicators**

- Zero accidents or safety violations.
- Compliance with BRC, HACCP, and farm safety protocols.
- Timely and accurate movement of goods within packhouse and farm.
- Proper maintenance and care of forklift equipment.

#### **4. Skills & Competencies**

- Strong safety awareness and adherence to rules.
- Ability to read and follow instructions in English (Afrikaans an advantage).
- Good communication and teamwork skills.
- Physical fitness to operate forklift and handle manual tasks when required.
- Attention to detail and ability to maintain accuracy in stock handling.
- Willingness to work flexible hours during peak harvest season.

#### **Application Procedure**

Please submit your application through our official recruitment portal at [www.jobopportunities.net](http://www.jobopportunities.net). Craft a compelling cover letter, attach your comprehensive CV, and provide authenticated copies of your relevant qualifications and certifications.

Only short-listed candidates will be contacted. Applicants will be subjected to reference checks.

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**Closing Date:** 29 August 2025 @ 7:00PM