



**Specialty Finishes  
Industrial Material Handler  
Portland, OR  
May 3, 2010**

Vigor Industrial is a thriving West Coast provider of innovative industrial services. There are six companies in the Vigor Industrial family, with services that range from ship repair to specialty coatings to water treatment. Our dynamic operations are united by a focus on quality craftsmanship, respect for each individual, and dedication to the task at hand. Vigor Industrial is committed to working in a safe and environmentally-responsible manner. Vigor Industrial also has operations in California and the Puget Sound.

This position will be based at Specialty Finishes in Portland, OR. Located on Swan Island, Specialty Finishes is a contract painting and coating company specializing in surface preparation, liquid coating, powder coating, chemical coating, and pre-treatment. We are familiar with a variety of substrates including steel, aluminum, wood, rubber, and molded plastics. With multiple production lines and over 65,000 square feet, we can handle virtually any commercial coating and production project regardless of its size.

This position requires working outside in all weather conditions. In this position the shipping and receiving/yard material handler will receive, log, load and unload vehicles with customer parts, move material to the blast booth

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** (Must have the ability to perform the essential job duties with or without reasonable accommodation and without posing a direct threat to safety or health of employee or others.)

- Adheres to safety rules and regulations, and wears required Personal Protective Equipment (PPE)
- Loads and unloads steel cargo from truck using industrial equipment
- Checks shipping documents and counts parts
- Enters shipping and receiving information into spreadsheet tracking system
- Reconciles parts and quantities with purchase order and/or work order and compares parts to technical drawings to determine what has been received
- Sort cargo received and move to specified locations
- Move pallets and trailers to specified locations within the operations facilities
- Coordinate and schedule shipping of parts to and from customers/end users as necessary and as per contract
- Create shipping manifests and load out parts for shipping
- Load blast booth with needed parts
- Operate nylon and cable rigging
- Move scaffolding using forklift

**REQUIRED EDUCATION/EXPERIENCE:**

- High School Diploma/GED or 10<sup>th</sup> grade education with 6 months to 2 years equivalent industrial training and or equivalent industrial experience
- One (1) or more years experience using a forklift with at least 20,000 lb capacity
- Industrial shipping and receiving experience

**REQUIRED SKILLS:**

- Good verbal communication skills
- Ability to work as a team player
- Willingness to work in inclement weather
- Knowledge of: industrial equipment, to include pallet jacks, forklifts, rigging and scaffolding
- Ability to work safely and learn new safety techniques
- Basic computer data entry skills, to include: MS Excel, MS Word and MS Outlook

**CERTIFICATES, LICENSES, REGISTRATIONS:**

- Previous industrial forklift certification required

**WORK ENVIRONMENT REQUIREMENTS:**

The work environment for this job is in a heavy industrial work area that is potentially dangerous and hazardous. This position in addition requires work around fumes, chemicals and unpleasant workspaces.

- Lift up to 40 lbs frequently
- Push and pull up to 60 lbs frequently
- Stand and/or walk, on a concrete, asphalt and uneven surfaces for extensive periods of time
- Work in buildings subject to external climates/temperatures and outdoors in all weather conditions
- Constantly use vision to differentiate colors and determine items at close and far ranges
- Bend, stoop, kneel, twist, turn and reach shoulder and above shoulder height constantly

**TO APPLY:**

Applications are with the Security Personnel at the Main Gate at 5555 N. Channel Avenue, Portland, OR 97217 – be sure to fill out a Specialty Finishes application and leave it with the Security Team.

You must denote type of forklift and computer skills experience on the application in the supplemental page or you will not be contacted for an interview.

**We welcome qualified applicants from diverse backgrounds.  
Proud to be a drug free work place, and Equal Opportunity Employer.**