



If you are interested in this job, please call 503-652-9036 ext.216 and ask for
Gina Leatherwood, Recruiting Specialist

ON THE JOB DETAILS: Georgia Pacific Re-Pack

Staff must wear masks at all times... All Covid 19 guidelines are followed during the workday.

Hours of Work: Monday- Friday 7:00 AM until 3:30 PM (M-TH)

This job description defines the requirements of working at Georgia Pacific Re-Pack in North Portland off Lombard St./Ramsey (driveway to job site) in Portland Oregon. Work assignments will involve repetitive lifting of boxes of various sizes up to 50 lbs., sorting damaged from undamaged products, building boxes that match products to be repacked, recycling cardboard, matching SKU's numbers to appropriate product, packaging, stacking, and palletizing finished products for delivery. No smoking is allowed in or around buildings or grounds. Cell phones, radios, I-pods, and/or other electronic devices are not allowed in work area. Personal safety equipment is required and will be provided by Exceed. Coffee is available.

Safety Equipment Provided by Exceed

- ✓ Safety Glasses
- ✓ Safety Vest
- ✓ Gloves

Work Requirements

- Must report to work on time and maintain constant reliable attendance.
- After training, operate machinery to complete jobs.
- Repeated failure to comply with safety rules will lead to job termination.
- Must follow detailed and verbal instructions as supplied by Supervisor.
- Must work as quickly as possible while maintaining accuracy of work.
- The site has forklift traffic and workers must be constantly aware of their surroundings to avoid injury.

Specific Work Skills Required

- ❖ Remove tape and/or product from boxes.
- ❖ Build boxes for products and/or fold cardboard and place in proper recycle bins.

- ❖ Must be able to bend, stoop, and lift small to large items up to 50 lbs. during work hours.
- ❖ After training, must be able to consistently perform tasks for assigned work station(s) and projects.