

LUND MANUFACTURING, INC.

Farley, Iowa

JOB DESCRIPTION

Position Title	Material Handler
Department	Production / Warehouse
Reports To	Production Manager
FLSA Status	Non-Exempt (Hourly)
Wage	\$17-\$20/hour
Location	Farley, Iowa

Position Summary

The Material Handler is responsible for receiving, storing, moving, and distributing raw materials, work-in-process, and finished goods throughout the facility. This role ensures production areas are supplied with the correct materials in a timely manner and that all inventory is accurately tracked and safely handled. The Material Handler plays a critical role in maintaining efficient production flow in our die casting and CNC machining operations.

Essential Duties and Responsibilities

- Receive incoming shipments of raw materials (aluminum and zinc alloys, tooling, supplies) and verify quantities against purchase orders and packing slips.
- Unload trucks using forklift, pallet jack, or overhead crane and stage materials in designated storage areas.
- Deliver raw materials, inserts, and components to die cast machines and CNC machining cells as needed to maintain production schedules.
- Move work-in-process between production stages including casting, trimming, machining, finishing, and inspection.
- Package and prepare finished goods for shipment, including labeling, palletizing, and loading outbound trucks.
- Maintain accurate inventory counts and update inventory records in the ERP/MRP system.
- Perform cycle counts and assist with periodic physical inventory reconciliation.
- Organize and maintain warehouse and storage areas in a clean, safe, and orderly condition following 5S principles.
- Inspect incoming materials for damage or defects and report discrepancies to the Production Manager or Quality team.
- Operate forklifts, pallet jacks, and other material handling equipment safely and in compliance with OSHA regulations.
- Assist with scrap and waste removal, including segregation of aluminum and zinc scrap for recycling.

- Support production team with other duties as assigned, including assisting with machine setup or secondary operations during peak demand.

Qualifications

Required

- High school diploma or GED equivalent.
- Minimum 3 months of experience in a manufacturing, warehouse, or material handling role.
- Valid forklift certification or willingness to obtain certification within 30 days of hire.
- Ability to read and interpret purchase orders, packing slips, work orders, and basic production documents.
- Basic math skills for counting, weighing, and verifying inventory.
- Strong attention to detail and organizational skills.
- Ability to work independently and as part of a team in a fast-paced production environment.
- Reliable attendance and punctuality.

Preferred

- Experience in a die casting, foundry, or metal manufacturing environment.
- Experience with ERP/MRP inventory systems.
- Overhead crane or hoist operation experience.
- Bilingual (English/Spanish) is a plus.
- OSHA 10 or OSHA 30 certification.

Physical Requirements

- Ability to lift and carry up to 50 pounds regularly; occasionally up to 75 pounds with assistance.
- Frequent standing, walking, bending, stooping, reaching, and climbing throughout an 8–10 hour shift.
- Ability to operate material handling equipment for extended periods.
- Exposure to manufacturing environment conditions including heat, noise, dust, and fumes; appropriate PPE is provided and required.
- Must be able to work in varying temperature conditions (facility is not climate-controlled).

Work Schedule

Full-time position. Standard hours are Monday through Friday with overtime and occasional Saturday shifts as production demands require. Schedule may vary based on operational needs.

Compensation and Benefits

- Competitive hourly wage commensurate with experience.
- Paid time off (PTO) accrual per company policy.
- Opportunities for growth and advancement within the organization.

Disclaimer: *This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the position. Lund Manufacturing, Inc. reserves the right to modify duties and responsibilities as business needs require. Lund Manufacturing, Inc. is an Equal Opportunity Employer.*