



Warehouse Worker

We're looking for energetic, creative, and talented employees to join our dynamic organization! We are a results-driven sales and marketing organization that contributes over \$1 billion to public education every year. If you are looking for an opportunity to make a difference and you are motivated to use your knowledge and experience to build a challenging and satisfying career – look no further! The Lottery strives to create a work environment that supports the growth and development of its employees and recognizes the contribution of each individual. We also offer a variety of development opportunities for our staff. What are you waiting for? Apply today!

Salary

\$2,963 - \$3,383

Final Filing Date

March 29th, 2017

Applications postmarked after the final filing date will not be accepted.

Position Numbers

358-255-6220-918

Reference the above position number(s) **in the "Job Title"** section of the State application, STD. 678.

Questions About the Job

careers@calottery.com

(916) 288-2738

Position Location

Operations Division

Southern Distribution Center

9109 8th Street

Rancho Cucamonga, CA 91730

Send Application To

California State Lottery

Attn: Human Resources (255)

P.O. Box 2630

Sacramento, CA 95812-2630

Please include Exam Results with your application.

Duties

Under the supervision of the Warehouse Manager and Materials & Store Supervisor, the Warehouse Worker performs work in the receipt, storage, inventory and issue of California State Lottery (Lottery) tickets and related materials. Duties include, but are not limited to:

- Prepare orders, pull and accurately match various completed Scratchers[®] ticket orders to shipping invoices
- Maintain a clean and fully stocked work station
- Ship, receive, and unload Lottery tickets, point-of-sale material, supplies and equipment
- Operate motorized material handling equipment such as forklift vehicles
- Process ticket returns from District warehouses and retailers and adjust inventory status in the International Game Technology (IGT) System
- Distribute processed ticket packs to proper locations

Desirable Qualifications

Competitive applicants applying for this position will have:

- Ability to lift and carry up to 50 pounds on a regular basis
- Ability to work in an environment that requires the incumbent be free from sensitivity to normal warehouse conditions including heat, cold, dust and/or other debris
- Knowledge of methods of taking inventories and maintaining inventory records
- Bilingual Skills are desirable, but not required

Who Should Apply

Candidates eligible for a Training and Development Assignment or for Post & Bid include employees who have permanent full-time status as a Warehouse Worker and who possess the required skills and abilities. To apply for Post & Bid, submit a standard State application (STD 678) form and a departmental bid request form. The position will be awarded to the Post & Bid candidate with the highest seniority. If no Post & Bid candidates apply, selection will be opened to those candidates who have current list eligibility for appointment to this class, or be a State employee who has transfer eligibility, or is currently in the Warehouse Worker classification. Applications will be screened and only those that best meet the requirements of the job will be considered. Appointment is subject to the provisions of SROA/Surplus. Prior to appointment, candidate must possess a valid Class C California driver license (formerly known as Class 3).

To obtain a departmental bid request form, please email

careers@calottery.com

Equal Opportunity Employer: The State of California is an equal opportunity employer to all regardless of age, ancestry, color, disability (mental & physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

Background Investigation: The California State Lottery Act provides that no person may be hired as an employee of the Commission if that person has been convicted of a felony or any gambling related offense. A background check will be required.