



**Job title:** Rider/Warehousing/Brand Ambassador

**Hours:** 24-40 hours per week

**Starting Pay:** \$17.50/hour

**A Paid Working Interview is required for every applicant prior to formal employment offer. Working Interview hours are paid at the end of the scheduled interview days. \$16.50/hour is the Working Interview rate.**

Interested applicants, please complete this [Hiring Questionnaire](#). We will reach out to you upon completion with regards to potential employment!

**About the company:** B-Line has been helping to create a more livable community in Portland, Oregon since 2009. Located at the food hub project called The Redd on Salmon Street, B-Line manages an urban consolidation warehouse and full service logistics company focused on supporting the regional food economy. B-Line serves a diverse set of customers ranging from small to medium scale farmers, ranchers, and fisherfolk. With a focus on sustainable solutions for last mile logistics, we utilize a fleet of large freight tricycles for most of our deliveries within a 3-4 mile radius of our hub. We also deploy a refrigerated box truck to provide consolidated delivery services, pallet transfers, etc. to the greater Metro Portland region. We work with some of the best bakeries and coffee roasters in town, a leading regional produce company, regional grocers, and a national office supply company. Our distinctive trikes can be seen crisscrossing Portland, advertising our clients' goods and services while completing deliveries. You will even see us out on the street and at popular events sharing and promoting products on behalf of our partners. We fly the B-Corp banner proudly, are recognized for our grassroots-style innovation, and are well-situated for regional and national expansion. Does this sound like a compelling story? If so, you might be the right fit to join our group of fun-loving people who believe in creating a more livable community for all.

**Summary of role:** B-Line is seeking a blended delivery/warehouse specialist for our growing company. This physically-demanding position will work closely with B-Line staff and our clients to ensure accurate and timely fulfillment and the safe transfer of product through the city and beyond. The role will be dynamic and is expected to range from the delivery and pickup of product by trike throughout the Portland Metro area, to order fulfillment and various warehousing tasks for a variety of companies in our busy food hub. B-Line delivery personnel are responsible for all aspects of client delivery including, but not limited to: packing, transporting product, delivering product, obtaining account signatures and processing delivery paperwork, recording delivery data, and assisting with the daily upkeep of the cargo trikes.

**The ideal candidate for this job is:**

- Safety-oriented - willing to take the time to perform tasks in a safe manner
- Flexible - enjoys managing competing and shifting priorities

- A quick learner - actively engages within the company and quickly learns the day to day details of company operations following verbal and written instructions
- Highly organized- able to understand a wide range of details and follow SOPs accordingly
- Resourceful – can seek out solutions with little guidance

**Delivery/Warehousing duties:**

- Safe and correct operation of a pedal powered, electric assisted cargo trike on unique routes through the Portland Metro Area
- Safe lifting of up to 60 pounds throughout the day
- Following SOPs to correctly complete order fulfillment duties, from the physical picking of product to delivery
- Deliver & backhaul orders for a variety of tenants in our local food hub warehouse
- Operate powered and non-powered lift equipment in a busy warehouse environment.
- Participate in the general upkeep of the warehouse floor
- Engage with team members in activities to promote a positive company culture through events, team meetings, and general all-company communications.

**Desired Skills and Qualifications:**

B-Line is at a pivotal moment, ready to ascend to new heights, and we're seeking an individual who's up for the challenge. Our ideal candidate embodies the following:

- **Passion for Purpose:** A deep-rooted desire to work in an environment dedicated to using business as a tool for positive change.
- **Experience:** One year in a delivery/fulfillment role, in a high-paced setting is preferred. However, for those showing a demonstrable drive and aptitude in the working interview, B-Line is willing to provide training.
- **Attention to Detail:** An inherent capability to follow standard operating procedures and maintain organizational processes.
- **Clean Slate:** Post-hire; B-Line requires a pristine driving record and successful background check.
- **Communication & Focus:** An adeptness at balancing meticulous organization with open and transparent communication throughout the workday.

B-Line prides ourselves on being an equal-opportunity employer, eager to welcome diverse talents and perspectives.