



AVOCADO THE WORLD'S MOST ADVANCED NETWORK



JOB TITLE : GATE ATTENDANT
REPORTS TO : SHIPPING SUPERVISOR
DEPARTMENT : SHIPPING
LOCATION : SWEDESBORO, NJ

We've grown to become the world's leader in producing, sourcing, distributing and marketing fresh Hass avocados. As a vertically integrated and public company, our total focus is avocados. We provide customers in over 25 countries with the complete package—year-round supply, global availability, and value-added services.

Our partners are passionate and experienced growers from the most ideal avocado growing regions in the world. To supply customers with the world's finest avocados, we operate packing facilities in five countries and own 11 regional ripening centers worldwide. Our distribution centers and transportation capabilities ensure peak eating-quality avocados from the tree to the customer. And when it comes to food safety, we adhere to the Good Agricultural Practices (GAP) program and Good Harvesting Practices (GHP). We proudly share responsibility with our growers to ensure total satisfaction for our customers.

JOB SUMMARY

The Gate Attendant is responsible for reporting trucks into AS400 and notifying Mission's 3PL customers. This person also conducts C-TPAT 7-point inspections on every inbound container to uphold supply chain security. The Gate Attendant will work with Shipping, Security, Operations and Food Safety to streamline inbound freight management.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Check in trucks on AS400
- Check in notification via email for Mission and 3PL customers
- CTPAT (7-point inspection, container inbound seal verification)
- Employee badge verification
- Ability to understand appointment schedules on Excel/spread sheets and use The PIT (Mission's Intranet)
- Check out containers
- Watch for irregular or unusual conditions and report to proper management

- Permit authorized persons and vehicles to enter property
- Must be safety conscious
- Must possess strong organizational skills and pay attention to details
- Must be able to multitask
- Have basic computer knowledge
- Must be flexible
- Check all in-coming and out-going vehicles for correct merchandise and correct quantities
- Perform other duties as requested

MINIMUM QUALIFICATIONS & REQUIREMENTS

- High School Diploma or GED equivalent
- Self-motivated and be able to work with minimal supervision
- Must have strong communication and organizational skills and demonstrates such

