

MANITOBA START JOB OPPORTUNITY BROADCAST (J.O.B.) ADVERTISEMENT

POSITION	SHIPPER/RECEIVER
JOB NUMBER	3951
NUMBER OF POSITION/S	1
NOC CODE	1521
CLOSING DATE	2021-05-14
LOCATION	Fort Garry
ACCESSIBLE BY TRANSIT	Yes
HOURS PER WEEK	40
HOURLY WAGE RANGE	TBD
JOB TERMS	Full time
JOB DESCRIPTION	-We are looking for hands-on, driven individual to join our fast-paced environment as a Shipper / Receiver. The shipper / receiver will be responsible for the processing and handling of all inbound and outbound shipments of product, material and supplies in an efficient manner to meet shipment schedules.
JOB DUTIES	<ul style="list-style-type: none"> - Shipment of product; perform final checks, load trailers and trucks, organize pallets according to weight restrictions, prep outbound shipments (crating), examine trucks and trailers for security purposes - Load, deliver and unload product between plants and warehouses in a 5 ton truck - Receive and transport product; unload trucks and trailers, deliver materials to departments - Operate all material handling equipment; forklift, power pallet jack, clamp truck - Accurately complete all required paperwork and data entry for inbound and outbound shipments - Organize product and supplies within warehouse and complete inventory counts - Maintain shipping door security; verify arrivals, direct drivers to appropriate doors for loading/unloading - Adhere to all companys established procedures and policies with respect to operation, health & safety, and security
QUALIFICATIONS, REQUIREMENTS & SKILLS	<ul style="list-style-type: none"> - High School Diploma or GED - Must have a valid Class 5 Drivers License and a Forklift license or be able to obtain one - Experience and confidence driving a 5 ton truck is preferred - 2 years of previous experience within a warehouse environment is preferred - Strong written and verbal communication skills - Strong attention to detail and accuracy - Ability to operate material handling equipment and other tools

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QUALIFICATIONS, REQUIREMENTS & SKILLS	<ul style="list-style-type: none">- Able to solve problems and plan ahead for future work- Physically fit and capable of lifting, push/pull up to 50 lbs on a daily basis- Reliable and responsible to work independently and self-motivated to complete tasks without direct supervision- Ability to adapt quickly to changes and effectively prioritize work to meet deadlines- Possesses a strong customer service and teamwork focus- Basic mathematical skills and ability to use special reasoning when packing and loading trucks and trailers- Computer familiarity is required
OTHER DETAILS	<ul style="list-style-type: none">- A highly motivated, team player who is passionate about delivering results- A good listener who possesses excellent written and oral communication skills to effectively work with the team, senior management, and customers- Someone who can effectively self-manage and complete high priority tasks- A resourceful and helpful individual, that will help out in all areas of shipping and receiving
APPLICATION PROCESS	Send targeted resume Apply through your CC
APPLICATION DETAILS	Please kindly send your TARGETED resume to your CAREER COACH via e-mail. Please indicate the job number and the title in your application.
JD	Norm Mayer