



Forklift Operator - Reach Lift

Description

Company:

Monarch Industries is a privately-owned company that was founded in 1935. Monarch is a vertically integrated manufacturer of hydraulic cylinders and custom iron castings. These products are marketed throughout North America into the retail, agricultural, industrial, and original equipment manufacturer markets. Employing over 600 people, Monarch's corporate office and warehouse facilities are located in Winnipeg, Manitoba with a foundry in Winkler, Manitoba and a distribution center in Kansas City, Missouri, USA. Monarch has positioned itself to service all the needs of their customers' diverse requirements.

Duties

Position Summary:

Essential Responsibilities and Duties:

- Receiving, verifying and signing for material shipments from vendors, shippers and couriers
- Fill out appropriate documentation including noting and photographing damage shipments
- Accurately and efficiently transacting received material into Monarch's inventory system

Closing Date

November 30, 2024

Categories

Manufacturing and Utilities

Employer

Monarch Industries

Location

Inkster

Address

90 Hutchings St Winnipeg,
R2X2X1

Job Type

Full-time

Education Level

High School

Email

hr@monarchindustries.com

- Distributing received materials to the correct stock location
- Communicated high priority and special shipment to the correct departments or individuals
- Using work orders; pick, transact and delivery materials to meet production requirements
- Take corrective action on any identified inventory discrepancies
- Picking and packing of orders
- Palletize and packaging cylinders/castings for shipment
- Ensuring packaging is robust, avoiding potential damage during transit
- Placing and removing inventory into and from storage racking
- Frequent operation of forklift and other material handling devices
- Produce required quality of work
- Willingness and ability to work shift work
- Contribute to continuous improvement efforts with and outside your work area
- Maintain cleanliness and order of the work area
- Adheres to all Safety and Health standards
- Duties as assigned

Qualification

Education and Experience Required:

- High School
- Previous reach-lift experience, certification will be required
- Material handling experience an asset
- Demonstrated computer literacy

Skills and Attributes Required:

- Ability to work the evening shift
- Attention to detail
- Excellent verbal and written communication skills
- Proven ability to meet deadlines in a dynamic and challenging environment by effectively organizing, prioritizing, and executing.
- Ability to work as part of a team

- Capable of repeatedly lifting boxes and products