

Shipper Receiver - Summer Student Position

Employer:	Pollard Banknote Limited	Closing Date:	April 03, 2024
Posted:	1 months ago	Location:	Sault Ste Marie
ES Job ID:	15404	Duration:	Full Time , Seasonal , Student
Sector(s):	Seasonal, General Labour		

Job Description:

We're in search for an eager work professional to join our Shipping department, in the position of Shipper Receiver. The schedule will follow a 3-day work week, working 12-hour shifts within our Sault Ste. Marie Plant at 45 White Oak Drive East.

Reporting to the Shipping Supervisor, The Shipper Receiver is responsible for local and inter-branch movement of product and supplies. Maintain accessibility in terms needed for production, loads and unloads inbound and outbound freight in a timely manner, completes all required documentation and ensures proper counts of materials shipped or received.

What We Offer

- Monday-Friday Day shift
- Competitive compensation
- Opportunities for professional development
- A clean and safe workplace setting
- A variety of committee-driven employee engagement activities
- Footwear subsidy program
- Free Parking

What You'll Do

- Prepare and load all outgoing shipments in conformance with customer specifications
- Count and inventory all inbound product and supplies
- Retrieve WIP skids and other supplies that on skids for production lines
- Load outbound trucks/containers as well as unload inbound trucks
- Wrap skids for shipments with stacking and strapping finished wrapped skids
- Documented and completed daily inspections of power lifting equipment

Required Skills:

Who You Are

- Ability to prioritize work and organize efficiently
- Ability with numeracy and effectively document
- A punctual worker, with strong time management skills
- A worker who can demonstrate strong communication skills
- Eager to be a part of a fast-paced environment
- Ability to pay attention to detail and can demonstrate problem solving skills

Requirements:

What You'll Bring

- Grade 12 Diploma



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WE'LL HELP YOU FIND IT.**

- Forklift Certification and experience preferred (training provided for selected applicants)
- Experience with product handling
- Basic computer skills

How to Apply:

Apply now by submitting a cover letter and resume outlining fit and salary to ssmrecruitment@pbl.ca.

Pollard Banknote Limited is an equal opportunity employer, committed to promoting and maintaining a diverse and inclusive workforce. Reasonable accommodations are available upon request.

By submitting this application, the applicant consents to Pollard Banknote Ltd. collecting, using, and retaining the personal information for purposes relating to the application process and if hired, the employment relationship.

Any and all personal information collected is held in the strictest confidence and in accordance with all applicable Privacy Laws.

We thank all candidates that apply, however only those selected for an interview will be contacted. Employment is contingent upon a satisfactory response from a Criminal Record Search.

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