



Shipper-Receiver (NOC: 1521)
5 vacancies

Company: Fraser Glenburnie Inc.

Business information: We are a third-party logistics provider, storing and distributing temperature controlled foods, primarily for retail, wholesale and food service companies. We are looking for a Shipper-Receiver to join our team.

Business Location: 17489 Telephone Road, Trenton, ON K8V 5P4

Work Location: same as above and other three warehouses addresses:

-354 Tate Road, Trenton, ON K8V 5P4

-17452 Telephone Road, Trenton, ON K8V 5P4

-220 Fraser Road, Trenton, ON K8V 5P4

*Each warehouse is very close to one another, we will help the workers with transportation from one warehouse to another

Type of Employment: Full time - Permanent

Estimated Start Date: As soon as possible

Job Description:

- Inspect and verify incoming goods against invoices or other documents
- Maintain internal record-keeping system
- Route goods to appropriate storage areas
- Pack goods to be shipped
- Unpack goods received
- Affix identifying information and shipping instructions on shipments
- Oversee loading and unloading of goods
- Inbound –greet drivers
- Organize receiving documentation by appointment times and priority and enter into warehouse management system. Assign door to driver
- Inspect product in trailers, check temperatures
- Unload trailers and receive product using material handling equipment
- Put product away in assigned locations
- Outbound – Use warehouse management system to retrieve order lists, look for product and confirm orders
- Bring out full pallets using forklift, light maintenance of forklift truck
- Accurately pick orders for shipment
- Clean up damages and provide recoup for orders
- Prepare and organize bills of lading, invoices and other shipping documents.
- Finalize loads
- Return paperwork to driver, affix seals and release truck
- Maintain clean working environment

Requirements:

-Education: Completion of secondary school

-Experience: Experience is an asset. We will train.

- This position is physically demanding and involves manual labour.
- Workers must be able to work in cold temperatures (-18C)
- Workers must have good communication skills and be able to use computers
- Forklift license is an asset

Work Conditions and Physical Capabilities

- Fast-paced environment
- Work under pressure
- Repetitive tasks
- Handling heavy loads
- Physically demanding
- Bending, crouching, kneeling
- Large workload
- Standing/sitting for extended periods
- Mental concentration required

Personal Suitability

- Organized
- Flexibility
- Team player
- Reliability

Weight handling: Up to 23kg (50 lbs)

Work Setting: Warehouse

Salary: \$18.46 -\$19.46 per hour, 40-60 Hours per week.

Benefits:

We provide disability, dental, extended medical insurance and pension. We also provide boot allowance, fitness allowance, profit sharing, uniforms, reward and incentive program, training and paid sick days.

Important information:

- Flexibility in schedule and overtime work will be required. The position involves working on rotating shifts and may include weekends. Shifts will either be a M.A.D. rotation (8 hour shifts, Midnights, Afternoons, Days) or a continental rotation (12 hour shifts, rotating days and nights every two weeks including weekends). Schedule will be based on customer volumes.
- Workers must work in different warehouses that are close to one another.

Apply by e-mail to: fgijobs@trencold.com