

Position: Shipper
Location: Ayr, Ontario (Near Cambridge, Kitchener/Waterloo)
Hours of Work: 2:00PM-10:00PM "B Shift"
Benefits: Comprehensive Health and Dental, Pension Plan, Course Reimbursement Program and many others.

Bend All Automotive is a driven and innovative organization manufacturing automotive components and Automation Tooling Equipment. We support customers worldwide with leading technology through product design, prototyping, product validation, tool building and flexible streamlined manufacturing processes. We are strategically focused on growth and diversification.

Bend All Automotive offers a self directed, synergistic atmosphere, where you will be encouraged to advance your skills and knowledge while having the opportunity to diversify into cross functional projects.

Shipping – Operations is responsible to pick and pack customer orders and provide timely loading on delivery trucks. Cycle counts and operating manual and mechanized equipment is required.

RESPONSIBILITIES:

- Assist with daily, monthly and year end inventory counts
- Create and complete a shipment in ERP
- Receive and maintain customer owned containers
- Inform Shipping/Receiving supervisor of over/under shipments, inventory discrepancies
- Maintain FIFO of Finished Goods material
- Operate industrial lift truck load/unload trucks and to move merchandise, equipment or bulk materials to proper locations
- Prepare product for shipment by pulling, stacking, labeling and staging material
- Work with Quality control during final audits and sort and reworks
- Follow TS procedures and work instructions
- Facilitate the organization and cleanliness of the Shipping area
- Communicate with customers, trucking companies and route managers
- Complete full dock audit of outgoing material
- Maintain tow motor batteries
- Create paperwork for Prototypes and samples

MINIMUM QUALIFICATIONS:

- Grade 12 Education, or its equivalent
- 1 year experience working in a manufacturing environment
- 1 -2 year Fork lift experience
- Strong Computer skills, capable of working with e-mail system, EXCEL, WORD
- Experience completing customs paperwork
- Excellent communication skills, both verbal and written
- Math skills such as addition, subtraction, multiplication and division
- Available to participate in inventory one Saturday a month and at year end

Qualified Applicants are encouraged to submit a resume and cover letter, outlining salary expectations, to Human Resources:

Email: careers@bend-all.com (MS WORD Format)

Fax: (519) 624-6551

PLEASE QUOTE JOB TITLE IN SUBJECT LINE