



# Shop Hand Full-Time

Campbell River Region  
Campbell River

Tuesday June 30, 2026

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Minimum wage - \$ 20/ hour

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**Company:** River Ink Printing and Signs Ltd.

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**Website:** <https://riverink.ca/>

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**Industry:** Manufacturing & Utilities

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**Remote/Camp Based Job:** No

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**How to apply:**

Please submit a cover letter and resume to [chloe@riverink.ca](mailto:chloe@riverink.ca)

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**Expiry Date:**

Tuesday, July 14, 2026

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**Details:**

Key Responsibilities: - Heat pressing - Data entry, filing, invoicing and other administrative tasks as assigned by management - Inventory - Managing shipments (we are always around to help but ideally you would be comfortable carrying/ moving boxes around) - Trimming/ reviewing products for flaws/ errors - Managing workload around deadlines Dependent on capacity/ capability, additional job duties could include (with wage increase): - Taking orders/ estimating - Building project presentations using in house software - Working with suppliers - Client communication - Digital proofing - Running Direct-To-Film printer - Running embroidery machines - Machine maintenance

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**Qualifications & Experience:**

Requirements: - Computer literacy - Organizational and multitasking skills - Prior experience with PrintSmith (or other data entry/ estimating software) or design software would be an asset but is not a requirement

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