



Job Posting

Applications are invited for the position described below. Interested persons should apply to the applicable PC Manager after advising their own PC Manager first. If further information about the position is required prior to making an application please contact the PC Manager responsible for this Posting.

Applications received after the closing date will only be considered if the position has not been filled.

***Company Policy requires that you inform your PC Manager first if you intend to apply for this Posting.
All Employee Transfers have to be approved by the Reg/Div Vice President prior to any offers made.***

JOB TITLE:	Warehouse Representative	
DIVISION/DEPT.:	Guillevin International Co. - Western Division/Electrical Group	
LOCATION:	1690G Maple Street Campbell River BC	
<u>APPLICANTS SHOULD POSSESS THE FOLLOWING QUALIFICATIONS:</u>		
<p>Ideally 5 years experience in similar position Strong Knowledge of CED Net and related SPI's Demonstrated ability to work unsupervised and meet key deadlines Team player, adaptable, energetic with a positive professional attitude Excellent verbal, non verbal and written communication skills Demonstrated initiative to self-improvement of your business and product skills Good PC Skills incl. MS Office, Word, Excel and Outlook Highly organized, knowledgeable and follows all GIC related SPI's Pro-active in finding ways to improve productivity in Warehouse Has forklift certificate and follows safety guidelines Wanting to re-locate and has discussed with their Manager</p>		
<u>JOB DESCRIPTION:</u>		
<p>The Warehouse Representative receives, verifies, and stocks merchandise, prepares orders, packs goods and ships orders in a timely manner.</p> <p>Highly meticulous in keeping warehouse in a state of tidiness, ensuring merchandise is placed in the right location and ensuring productivity and safety in the warehouse and yard. Ensures orders are filled accurately and on time. Has keen interest in learning more about our business and sees this position as an entry level position and opportunity to grow with our Company.</p>		
APPLICATION TO:	Todd Peachey	PHONE # (250) 286-1055
ENTRY CLOSING DATE:	27-Sep-17	E-MAIL tpeachey@guillevin.com

SIGNED: _____

DATE: 13-Sep-17

NOT TO BE REMOVED UNTIL: 9/28/17