

WE ARE HIRING

Shipper - Receiver

St-Stanislas • Montréal • Québec • Industriel
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For over 40 years, ADF Diesel has been a family-owned business recognized as a leader in diesel mechanics across Canada. With 10 branches nationwide, we offer the most comprehensive range of products and services in our industry. Constantly growing, our **Toronto** branch is currently looking for a **SHIPPING AND RECEIVING CLERK** to join our team.

A CONCRET OVERVIEW OF YOUR DAILY ROLE

- Verify that received goods match the purchase order and packing slip;
- Package products carefully to avoid damage during transport;
- Complete delivery slips for all parcels, including accurate weight information;
- Prepare shipping documents and coordinate with transport companies;
- Receive incoming merchandise;
- Operate a forklift as needed;
- Stock items on shelves and maintain proper organization;
- Pick and prepare merchandise orders;
- Monitor inventory and ensure proper follow-up on inventory reports.

REQUIREMENTS AND QUALIFICATIONS

- A combination of relevant experience and education may also be considered.

WHAT WILL MAKE YOU SUCCESSFUL IN THIS ROLE

- Excellent judgment and autonomy;
- Forklift operator certification (an asset);
- Strong time and priority management skills.

LOCATION

6103 Shawson Drive
Mississauga, ON, Canada, L5T 1E4

WORK CONDITIONS

Salary offered :

Starting salary based on experience, beginning at \$21/hour

Benefits :

Group insurance, DPSP (Deferred Profit Sharing Plan), work-life balance support, provided workwear and more

Position status :

Full-time, 42.5 hours/week, Day shift, Monday to Friday

Employment Duration :

Permanent position

TO APPLY

Come realize your full potential with ADF Diesel!
Please send your resume by email to: cv@adfdiesel.com