



SHIPPER/RECEIVER

The Shipper/Receiver will be responsible for all shipping and receiving for parts and equipment coming in and out of the LWR shop. The ideal candidate will have strong organization skills, a safety oriented mindset, a keen interest in learning on the job, and can be an all-round team player. This position is a contract position that has the potential to be extended after the summer.

Reports to: Production Lead

RESPONSIBILITIES

- Package LWR equipment and/or parts for shipping from the shop
- Organizing, expediting & tracking parts delivery to shop (work with Production Lead)
- Completing received parts paperwork according to guidelines in a timely manner
- Unloading parts, labeling job numbers, organizing parts area in shop.
- Assist trades with finding parts and building kits
- Speaking to suppliers as required, in a professional and efficient manner.
- Monitoring inventory levels with Production Lead and completing counts as necessary
- Maintain safety and wearing required PPE at all times
- Unloading trucks and operating a forklift and overhead cranes
- Other duties for the shop as assigned

REQUIREMENTS

- No educational requirements
- Valid driver's licence with a clean record (Class 5 without restrictions is preferred)
- Ability to take direction and follow through on job tasks in a timely manner
- A positive attitude and a can-do approach to solving problems that may arise
- Reliable transportation to get to and from work in the SE industrial park

NOT NECESSARY, BUT GOOD TO HAVE

- Previous experience working for a small organization
- Highschool diploma or GED
- Experience driving with a trailer

SCHEDULE AND WORK ENVIRONMENT

- 40 hours a week, Monday – Friday, Day shift
- Will be walking, stooping, and bending. Standing for prolonged periods of time
- Can be exposed to dust and loud noise
- May be exposed to cool and hot temperatures
- Must have own steel-toe boots

TO APPLY

- Email your resume and cover letter to careers@livestockwaterrecycling.com
- The subject line of the email should include the name of the position you are applying for
- Please use the following naming format on the files you submit:

Resume_First Name Last Name.pdf

Cover Letter_First Name Last Name.pdf





Initial communication for selected applicants will be done by email, so please ensure you monitor your junk mail. We appreciate your interest in our company, but only those selected will be contacted.

Thank you for considering LWR!

