CanWel®

Career Opportunity

Warehouse Person
Kelowna
Full Time Position
CAN-BC-KEL-003-150114

CanWel Building Materials Division is a leading Canadian wholesale distributor of building materials and home renovation products.

Through our distribution warehouses we provide a comprehensive range of building products to dealer/ lumberyard and home improvement centers. Builders and homeowners use our products primarily in new construction, repair and remodelling. We carry a full line of structural, exterior, interior, and specialty products that provide quality and value for all types of projects. With 16 locations across Canada and a knowledgeable and friendly team of professionals, our customers can rely on us to deliver what they need, when they need it.

Position Summary

Reporting to the Lead Hand, the warehouse person is responsible for efficiently and accurately assembling products for customer orders, loading orders on customer trucks, receiving inventory from suppliers, and receiving and restocking customer returns.

Expected Contributions

- Unloads building material supplies safely and promptly from delivery trucks, and properly places in the warehouse
- Accurately, efficiently, and safely picks and assembles customer orders
- Processes receiving tallies and packing slips without delay
- Assists customers by loading orders on delivery trucks
- Conducts spot inventory counts
- Receives and restocks inventory returns
- Maintains a clean and organized warehouse
- Adheres to all work safety rules and regulations
- Adheres to customer service commitments

Knowledge, Skills, and Abilities

- Certification in the following equipment is desirable – counterbalance forklift and electric reach lift.
- CanWel is willing to train in-house.
- Must have own steeled-toed boots
- Minimum one year warehouse experience and be familiar with order picking process
- Able to lift up to 50 pounds or 20 kilos occasionally
- Bending, lifting and reaching during course of shift

Education: High school diploma

Compensation and Benefits:

- Competitive hourly rate; health benefits, company pension plan, overtime available.

Work Location: 205 Campion Street, Kelowna

Hours of Work

- Typically Mondays to Fridays
- Day time hours
- Must be flexible with start and finish times
- Can be up to 40 hours per week

Note: Hours may change due to operational requirements

Working conditions:

- Able to tolerate outdoor working conditions throughout the year.

Please send your resume and cover letter in **MS Word format** to careers@canwel.com
with "CAN-BC-KEL-003-150114" in subject line.