

## General Warehouse Associate

### Duties and Responsibilities:

- Maintain and track inventory and equipment both incoming and outgoing
- Pick and load inventory as per load list requirements
- Clean, prepare, pick and put away steel, carpet, drape, hardware, and furnishings
- Advise management of any damaged equipment
- Maintain and use equipment and supplies in a safe manner
- Follow all health and safety policies and procedures
- Must be able to work nights and weekends
- Other duties as assigned

### Qualifications

- Ability to take direction, understand and execute instructions
- Organized and have the ability to work in a fast paced environment
- Basic math
- Ability to heavy lift up to 75 lbs
- Attention to detail and customer service orientated
- Certified or experience with lift truck is not required but is an asset
- Previous experience in warehouse - order picking and inventory control
- A valid G class drivers license is not required but is an asset.

We thank all applicants for their interest in exploring employment opportunities with BES Inc., however only those selected for an interview will be contacted.

Job Type: Full-time