

WAREHOUSE CLERK POSITION

SGC is hiring entry-level seasonal roles for our Mississauga location at <u>5461 Timberlea Blvd</u>. No previous work experience or resume required. Become part of the dedicated team that gets orders ready for customers. Stay active during your work day in this fast-paced warehouse environment. You'll be on the move for your whole shift.

Duties and responsibilities:

You'll be part of the team that prepares SGC customer orders. Some of your duties may include:

- Receive and put away inventory
- Get customer orders ready and pack them up
- Load boxes into trucks for shipment
- Work around moving machines like order pickers, forklifts, mobile carts, wrapping machines, etc.
- Maintain a safe environment
- Is able to use computers and execute basic tasks
- Use scanners to scan bar codes on products, tablets and order pads to prepare orders

Here's more about what it's like inside the warehouse:

- Your safety is important to us. You'll wear a safety vest, do daily stretching, and share safety tips with co-workers.
- You will work around and use moving machines, such as stand-up forklifts, turret trucks, order pickers, and mobile carts.
- You'll be on the move for your whole shift. Your shifts will include activities that may
 require standing in one place for long periods, walking around, or climbing stairs. You
 will need to wear comfortable, closed-toed shoes.
- It can get noisy. We will give you hearing protection, if you need it.
- The dress code is relaxed with a few rules to follow for safety.

You will also need to be able to:

- Lift up to 22 kilograms / 49 pounds
- Stand, walk, push, pull, squat, bend, and reach during long shifts
- Use carts, dollies, hand trucks, and other gear to move stuff around
- If you want to and there is a need for it, you can get trained to use powered industrial trucks
- Go up and down stairs
- Prepare orders indoor and outdoor
- Work at a height of up to 12 meters / 40 feet on a mezzanine (for some sites)

Basic Qualifications

- High school or equivalent diploma
- Clear criminal record

Experience: 1 year minimum

Job Types: Full-time, Permanent, with possibilities of overtime

Open position: 3

Start of employment: As soon as possible

Salary: Starting at 17.00\$/hour

Number of hours per week: Average of 37,5

Schedule: 7:00AM to 3:00PM or 10:00AM to 6:00PM

Please send resume to: m.sanchez@sgcproducts.com