



B.G.E. SERVICE & SUPPLY LTD.

## Warehouse Labourer

B.G.E. Service & Supply Ltd. provides quality filtration solutions for people, places, and processes. To further our growth and success, we are looking for a detail focused individual to work alongside our **Edmonton Warehouse team** in the role of **Warehouse Labourer**. Our ideal candidate for this role will encompass and live our core values of: **Together We Are Better, Whatever it Takes, and Be the Experts**.

Hours of work are Monday to Friday from 8:00am – 4:30pm. Working outside of these hours may be required.

### Responsibilities:

- Pick and pack orders.
- Count and inspect items while matching with paperwork for accuracy.
- Safely load and unload goods from trucks.
- Unpack and store goods.
- Organize workspace and inventory.
- Prepare containers to be shipped and complete shipping documents.
- Must adhere to the safety policies when on-site and wear appropriate PPE in case of emergency including face masks.

### Qualifications:

- Minimum two years of warehouse experience is required.
- Must be able to meet the physical requirements: lifting up to 23kg (50lbs), working in cold/hot and/or dusty environment, use ladders/stairs, bending, kneeling.
- Safety conscious attitude with the willingness to adhere to our Safety Program.
- Detail-oriented with strong organizational skills.
- Adaptable and self-motivated.
- Good communication skills, both verbal and written.
- Forklift experience is an asset.
- Problem-solving skills and ability to work in fast-paced environment.
- Ability to take direction in a team environment and work well individually.
- Must be bondable and authorized to legally work in Canada.

### How to apply:

Apply to B.G.E. Service & Supply Ltd. by sending your resume to [careers@thefiltershop.com](mailto:careers@thefiltershop.com) or faxing it to (780) 437-2133. Please reference the job title and location when you apply.

We would like to thank all applicants for their interest in this position. However, only those selected for interviews will be contacted.

*We hire on the basis of merit and is committed to employment equity. We encourage all qualified persons to apply.*