

Job Description

WAREHOUSE SHIPPER/RECEIVER

Balsam Promotions – Newmarket, ON

Be a part of our dynamic team at Balsam Promotions. We are currently seeking an experienced Shipper/Receiver who has great attention to detail and can work in a fast-paced environment.

OUR COMPETITIVE ADVANTAGE

With over thirty-five years of experience, Balsam Promotions is firmly established as a well-respected promotional products industry leader. Our first priority is to offer the highest quality, value and service to our customers.

RESPONSIBILITIES:

- Process outbound shipping using Purolator, UPS, and FEDEX.
- Receive shipments and check packing slips, to ensuring accuracy.
- Pick and pack orders.
- Organize warehouse and check inventory.
- Keep warehouse clean and tidy.

QUALIFICATIONS:

- Must be able to lift 40lbs.
- Read and write English.
- Applicant must have previous experience with shipping software.
- Available Monday-Friday 8:00 am to 4:30 pm, Overtime is required at times.

By applying to this position you are confirming you possess either a Canadian citizenship, permanent resident status or work permit

BALSAM PROMOTIONS

Apply in person OR email resume to showroom @ balsampromotions.com

Job Type: Full-Time