



Coral Beach Farms is the largest cherry producer in Canada. We grow premium cherries along the shores of Okanagan Lake in the renowned Okanagan Valley of British Columbia, Canada. Our cherries are all hand packed in our state of the art facility, located right on our farm and shipped to our customers worldwide.

Job Title:	Shipper	Start Date:	June/July
Department:	Shipping Cooler	Reports to:	Logistics & Operations Manager
Job Purpose			
To facilitate the transport of goods to customers and maintain accurate records of shipments			
Job Responsibilities			
<ul style="list-style-type: none"> • Prepare items for shipment and scan out of inventory as shipped • Place and log temperature recorders on all shipments • Verify and keep records on outgoing shipments • Take part in Health and safety awareness training 			
Job Tasks & Activities			
<ul style="list-style-type: none"> • Fill orders accurately and promptly • Process shipping documents • Keep records of all outgoing shipments • Record all items taken from inventory 		<ul style="list-style-type: none"> • Maintain accuracy in all record keeping • Assist with cooler activities when possible • Balance stock in cooler with logistics daily • Supervise personnel, inventory and equipment 	
Skills & Qualifications			
<ul style="list-style-type: none"> • Clean class 5 driver's license or equivalent. Formal Forklift Truck license would be an asset • High school diploma or equivalent • Proficient user of computers and inventory systems • Fluent in English with neat and legible handwriting • Must be a flexible team player who works well in a busy and demanding environment • Good eye for detail and quality control • Able to work for extended periods of time in a focused, safe and professional manner • 2 years' experience as a shipper in a similar environment would be an asset • Responsible, positive and pro-active attitude 			
Working Conditions			
<p>Our working environment is extremely demanding over a short time period. Applicants should be aware that:</p> <ul style="list-style-type: none"> • This is a farming environment and days off may be extremely limited during our picking season • Environment is cold. Workers should dress warmly in layered clothing • Expect 50 - 80 hours per week, rotated shifts available to ensure sufficient rest • Expect shifts to run between 8am and 11pm depending on picking locations (10-14 hour shifts common) • As agricultural employment, overtime provisions do not apply for these positions <p style="text-align: center;">Applicants must be available from June/July until early to mid-September</p>			
Performance Measures (Factors defining success)			
Error free shipping	Attendance	Punctuality	Works well with others
Job Category:	Plant	Location:	Lake Country
Employment Status:	Seasonal – Full Time	Manages Others:	Yes
Hourly Wage:	\$16 - \$19/hour		
Approved by:	David Geen	Date Approved:	March 2016

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