



PO Box 1420, 140 Service Rd
Indian Head, SK S0G 2K0
Phone: 306.695.2460
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valeindustries.ca

POSITION OVERVIEW			
POSITION TITLE	Material Handler/Yard Operator	DEPARTMENT	Production
REPORTS TO	Manufacturing Manager	VERSION AND DATE	V1 22Feb21
TERM TYPE	Permanent Full-Time	LOCATION	Indian Head, SK

About VALE:

Vale Industries Ltd is a manufacturer of engineered products and equipment for the agricultural, aggregate, mining, and related sectors. With roots in steel manufacturing going back 30 years, Vale knows how to deliver solid solutions and exceptional value for our customers. Our management team has over 100 years of practical, hands-on experience in engineering, manufacturing, and business management, focused on leading Vale's next phase of strategic growth. At Vale, we uphold a high standard of quality, integrity, and safety to demonstrate our commitment to our employees, customers, suppliers, and community.

Job Summary:

Vale has a great opportunity available for an experienced Material Handler/Yard Operator to be a part of our production team. Vale Industries is a fast-paced, collaborative environment with lots of opportunity for personal and professional growth. If you are motivated to make a real difference and the drive results, this position may be for you.

Duties and Responsibilities:

- Responsible for all aspects of material handling to ensure material is moved, loaded, and unloaded in a safe, secure, and timely manner, through the appropriate areas of production
- Ensure that forklifts are operational at all times and are operated safely and securely
- Manage inventory by identifying, cataloging, and recording the location of inventory
- Operate various machinery including cranes and forklifts to handle materials and inventory
- Accurately pick orders, move products, and update inventory levels verifying quantities prior to loading onto trucks
- Able to accurately identify steel sizes and thicknesses
- Assist warehouse order picking, truck loading, receiving, shipping, and transfer operations as needed
- Maintain a safe and clean working environment by complying with procedures, rules, and regulations
- Conserve resources by using equipment and supplies as needed to accomplish job results
- Maintain good housekeeping practices and perform other related duties as assigned
- Contribute to team effort by accomplishing related results as needed



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Education and Qualifications:

- High School diploma or equivalent
- 1-3 years of previous warehouse experience preferred, but not necessary
- Experience operating a forklift
- Must have outstanding punctuality and attendance
- Must possess effective interpersonal and communication skills as well as the flexibility to handle changing demands and work effectively in a diverse environment
- Strong computer skills would be an asset
- Able to work independently or as part of a team in a busy environment/able to work under pressure

Knowledge Areas and Experience:

- Physical agility and ability to lift, carry and move large, awkward and/or heavy items (up to 50lbs)
- Able to work overtime as required to complete daily tasks or to assist the department with a heavy workload
- Able to work shifts when necessary
- Excellent verbal and oral fluency in English with strong attention to detail

What Vale Offers:

- Meaningful work with a team of motivated individuals at a growing manufacturing company
- Opportunity to work with mechanical equipment driven by innovation and quality
- High standards as demonstrated in the quality of our products
- Opportunities for growth and development
- Opportunity to take on responsibility and overcome challenges to produce a multitude of high-quality deliverables on schedule

Compensation:

- Strong competitive hourly compensation plus company matched RSP
- Extended Health, Dental, Disability and Life Insurance

*To apply for this position please submit your resume and cover letter via email to Human Resources at VALE Industries.
hr@valeindustries.ca*