ASSISTANT WAREHOUSE MANAGER

Tri-Canada is Ontario’s leading distributor of sanitary stainless steel fluid handling components and our business is growing. We are currently looking to fill the position of Assistant Warehouse Manager to assist our Warehouse Manager in the daily operations of the warehouse, including freight, shipping & receiving and returns. The successful applicant will maintain high levels of accuracy in day-to-day operations, including all required documentation and hands-on work with the other members of the warehouse team to provide high level customer service to our clients. If you have the knowledge and expertise in sanitary industries, we invite you to apply today.

Job Description:

Provide Customer Service through Efficient Shipping & Receiving

- The Assistant Warehouse Manager will work with the Warehouse Manager to oversee the operations of Tri-Canada’s warehouse, including all shipping & receiving, arranging freight and handling returns. The Assistant Warehouse Manager will have inventory control responsibilities and communicate with Purchasing to ensure that needed products are stocked in a timely manner. The Assistant Warehouse Manager will work in daily consultation with the VP of Sales to schedule and oversee other warehouse workers, including drivers.

- The Assistant Warehouse Manager will develop a detailed knowledge of all Tri-Canada products and will be able to help solve customers’ problems.

- The Assistant Warehouse Manager will follow the Warehouse Manager’s and the Vice-President of Sales’ instructions and guidelines and ask for assistance to make sure that all customers are well-served without delay.
Fabricate Sanitary Hose Assemblies according to TSSA Quality Control Manual

- After a suitable training period, the Assistant Warehouse manager will be able to fabricate sanitary hose assemblies according to order specifications.

- After a suitable training period, the Assistant Warehouse Manager will ensure that all sanitary hose assemblies are fabricated according to the strict requirements of Tri-Canada’s Quality Control Manual, as approved by the TSSA.

Job Requirements:

- A minimum of three years of related experience in warehouse management of sanitary stainless steel fluid handling component sales. Working knowledge of fluid handling equipment and technical processes, with strong proven mechanical aptitude for the fabrication of sanitary hose assemblies.

- Strong computer skills including the ability to provide documentation as required for completing orders, including Mill Test Reports (MTR’s), Certificates of Compliance & Conformity and CRN Proof Test Reports.

All applicants must submit a copy of their resume when applying to sales@tricanada.com.