



JOB POSTING

POSITION: Material Handler - Days
STATUS: Part-Time (1 position)
LOCATION: Kohl & Frisch Limited (Concord, ON)
REPORTS TO: Shift Supervisor
DEPARTMENT: Production

Founded in 1916, Kohl & Frisch Limited has a solid reputation in the healthcare industry that distinguishes it as the only national, Canadian-owned and operated wholesale distributor. A family-owned company, it is one of Canada’s leading national distributors and is the essential link between pharmaceutical manufacturers and healthcare providers. Kohl & Frisch is fully equipped to service large chain retailers, independent pharmacies, clinics, and hospitals for all their Rx, OTC, home healthcare, and front shop needs.

Primary Role of This Position

Under the direction of the Supervisor or Lead Hand, the Material Handler, will be responsible for ensuring that product is put in its location in an accurate and timely manner.

The Material Handler shall ensure operations are compliant with applicable GMP standards as defined by GUI-0001 “Good Manufacturing Practices” and GUI-0069 “Guidelines for environmental control of drugs during storage and transportation”.

Major Responsibilities

- + **Production:** Utilizing either an electronic or manual system, the Material Handler picks the correct product and quantity as specified in the order and puts it in the tote or box. S/he would notify the supervisor or lead hand where there is insufficient product on the shelves to meet the order and ensures that proper housekeeping and guidelines are followed.
- + **Stock Duty:** The Material Handler moves the correct product and quantity from receiving or overstock to the pick location following label instructions.
- + **Shipping:** The Material Handler removes product from the line and puts it on the appropriate skid so that the product is delivered on time to the right destination.
- + Sorting totes by size
- + Loading totes into the de-stacker and lids into the lid machine
- + Sorting coolers, Styrofoam containers, and any incoming return items from these containers to the appropriate departments
- + Other duties as required to meet company objectives, including but not limited to cleaning coolers, auditing, filling A frames, picking SCS, stock duties, tote cleaning and case picking.

Qualifications

- + Must be able to work in the fridge
- + Must be able to lift and move items weighing up to 60lbs
- + Must be able to walk and stand for up to 8 hours
- + Experienced at all stock-related transactions
- + Walkie (BT) experience is an asset
- + Repetitive movement which could include bending and twisting
- + Ability to work in a fast-paced environment
- + Partial high school
- + Excellent organizational skills
- + Good communication skills
- + Good math skills and attention to detail
- + Previous warehouse experience is an asset

Hours of Work

Part-Time Shift: Monday, Wednesday, and Friday 9:00am-5:30pm.

How to Apply

- + If you are interested in applying, please submit a cover letter and a résumé by **Tuesday, August 19, 2025 at 5:00 pm** to: recruitment@kohlandfrisch.com.
- + Please ensure you specify the job title, **Material Handler – Part-Time– Days** in the subject line of your email.

- + *Kohl & Frisch would like to thank all applicants for their interest. Only those candidates who are selected for an interview will be contacted. Kohl & Frisch Limited welcomes applications from individuals with disabilities and provides accommodations upon request for candidates taking part in the selection process.*