



JOB POSTING

POSITION: Picker/Packer
STATUS: Temporary (9-month Contract)
LOCATION: Kohl & Frisch Limited (Regina, SK)
REPORTS TO: Operations Manager
DEPARTMENT: Supply Chain

Primary Role of This Position

The Picker/Packer is responsible for moving product and completing orders.

The Picker/Packer shall ensure operations are compliant with applicable GMP standards as defined by GUI-0001 “Good Manufacturing Practices” and GUI-0069 “Guidelines for Temperature Control of Drug Products during Storage and Transportation”.

Major Responsibilities

Under the direction of the Operations Manager, the Picker/Packer will:

- + Accurately and effectively pick and pack orders to the customers’ specifications
- + Pack items by following general packing guidelines
- + Inspect and ensure quantity of articles are picked and packed accurately
- + Maintain productivity standards
- + Assist with putting away inventory
- + Maintain work areas according to company health and safety standards
- + Perform other related duties as assigned
- + Perform other duties as required

In all cases, the Picker/Packer:

- + Maintains a clean and tidy work area
- + Performs all duties in a safe and efficient manner and in accordance with company health and safety standards

Qualifications

- + Must be able to lift and move boxes weighing up to 50 lbs
- + Must be able to stand for a minimum of 8 hours
- + Excellent attention to detail and basic math skills
- + Previous experience an asset
- + Team player

Hours of Work

Sunday 12:00 PM to 8:30 PM, Monday – Thursday 2:00 PM to 10:30 PM

How to Apply

If you are interested in applying, please submit a cover letter and a résumé to: hr@kohlandfrisch.com.

Please ensure you specify the job title, **Picker/Packer - Regina**, 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.