

Material Receiver

Main Responsibilities:

- Physical receiving of materials
- Inspecting materials for deficiencies
- Verifying packing lists
- Picking and staging materials in accordance with individual module specifications
- Delivering materials to the module
- Maintaining positive relationships and providing excellent customer service to colleagues
- Ensuring safety through identifying potential hazards within work area as well as practicing proper lifting techniques.
- Maintain an organized work area

Job Specific Knowledge:

- Ability to use mechanical and power vehicles is considered to be an asset (loader, forklift and pallet jacks)
- Experience working with pipe, flanges and valves.
- Knowledge of pipe schedules.
- Experience with packing lists.

Industry Specific Experience:

- Minimum of 1-3 years' experience in an industrial oil and gas construction materials receiving role.

Mandatory Training Requirements:

- CSTS 09
- WHMIS 2015
- Class 5 Driver's License and clean driver's abstract