Crofters Food Ltd.
470 Oastler Park Drive, Seguin, ON P2A 2W8 p 705-746-6301 f 705-746-2733

Crofters is growing and we are seeking energetic, reliable & flexible team players to join our various production departments.

Here's your chance to join a highly skilled team of professionals at one of North America's pioneering brands in the organic food movement! Crofters Food Ltd, known in the grocery aisles as Crofters Organic Fruit Spreads, is the leading manufacturer of organic jams, jellies and fruit spreads in North America. Headquartered in picturesque Parry Sound, Ontario, about two hours north of Toronto, we manufacture a vast array of fruit-based spreads sold in stores across Canada, the United States, and select international markets. From the way we source our fruit, to the way we carefully manufacture our products using forward-thinking sustainable processing techniques, to our innovative, health-conscious formulations, every aspect of our operations receives the care and attention they deserve. A small but mighty team, with the support of a US based private equity firm, join us as we look to aggressively scale our business on our mission to become one of the leading organic food brands in North America.

Positions: Warehouse Operator/Truck Driver **– IMMEDIATE POSITIONS AVAILABLE**

Location: Parry Sound, ON

Pay rate: $25 - $30 per hour, Permanent full-time opportunity

Shifts: Monday to Friday- possible future shift work

Start time: 6:30 am – (Earlier start time may be required for deliveries)

Position Overview:

We are seeking a **Warehouse Operator and Truck Driver**. **Class AZ Driver's License** is required with experience driving to the Toronto and GTA Region and transporting inventory. General requirements include:

- Adapt to flexible work style and willingly assist with other functions where needed. Hours may be variable, from time to time, according to production requirements, maintenance work, and repairs. Shift work may be required as the Company adapts to change. Warehouse Operators are expected to be on site and prepared for work at the start time designated by the Warehouse Manager or other Senior Management. Generally, shifts start between 6:30-7:00 am.

- Work will involve lifting and handling heavy items (boxes, etc.). using Lifting Devices Equipment including a Stand Up Counter Balance. Appropriate Lift Truck Operations training and certification will be provided.

- Receiving and unloading of frozen and dry ingredients, packaging, and other materials, ensuring that all materials are safely and securely unloaded and moved to their appropriate storage location.

- Ability to safely and efficiently operate a tight-turn forklift is a necessity for all warehouse staff. Proper training will be provided.

- Preparation of raw materials, packaging and other product components for production; identifying specified commodities in storage areas, staging, and moving them onto the production floor in a timely manner. Materials include fruit ingredients, sweetener ingredients, glass, cardboard, labels, caps and various other production materials.

- Prepare outbound orders for shipment in accordance with pick slips and all customer required packaging specifications as outlined on the pick list instructions.

- Warehouse operators must have a keen attention to detail ensuring that all outbound orders, internal material transfers, rotation of inventory, and various other tasks are conducted with a high level of accuracy.

- Assist in the loading of outbound trucks, ensuring that all pallets required to fill the order are properly loaded onto the equipment. Ensure that all outbound trucks are clean and free of damage prior to loading the shipment.

- Maintain communication with the Logistics department for timing of scheduled inbound/outbound shipments.

- Organizing storage of all dry ingredients, packaging materials and finished goods inventories. Understand and have regard for FIFO (First In, First Out) principles ensuring that inventory is properly utilized.

- Accurate and timely completing of Receiving and Shipping documents and other housekeeping logs required by the Global Food Safety Program.

- Work as a team player to create a good, safe working environment. Willingness to help team members across the organization when needed.

Ideal Candidate:

We welcome applications from candidates from all walks of life- our ideal candidate possesses the following skills and qualities:

- **Truck License - AZ Diver's License Required – Must have experience with long distance travel and city driving.**

- **Team Player**- Our Warehouse team works together to ensure inventory and warehouse organization, follows production schedules and ensures full operation of the Warehouse. Everyone works as a team and is willing to help one another, so being an open-minded team player is of utmost importance.

- **Desire to Learn**- We strive to foster an environment of growth and improvement. Ideal candidates will have a strong desire to learn and cross-train in various departments. We seek to promote individuals who take on greatest responsibility and show strong initiative to learn/contribute.

Requirements and Experience:

- AZ Driver's License
- Must be legally eligible to work in Canada and be minimum 18 years of age
- Ability to lift to 50lbs
- Able to communicate effectively with teammates and leadership
- Ability to work with minimal supervision and in a team environment
- Ability to maintain excellent attendance
- Positive attitude and safety focused
- Valid forklift license is an asset but not required.
- First aid training/certification is an asset but not required.

- New Crofters employees will undertake initial orientation training and will participate in our trainer/mentoring program.
- **Growth and advancement opportunities also available.**

Please submit your resume to hr@croftersorganic.com indicating your experience and interests

Crofter's Food Ltd. welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.