



Location: Halifax
Warehouse Picker
Full-Time

Maritime Beauty Supply is the leading distributor of professional beauty supplies in the Maritime Provinces. We have a store network of 16 locations representing numerous top professional lines including but not limited to: Redken, Matrix, Tigi, L'Oreal Professionnel, Pureology, Moroccan Oil, Olaplex, Verb, Bain de Terre, Cezanne, Babe, Babyliss, Avanti, Sam Villa, Quannessence, OPI, CND, Allpresan, and Gehwol.

We are currently seeking a full-time Warehouse Picker for our Halifax head office location. The position requires flexibility in availability. Must be able to work evenings, weekends and regular overtime (OT pay begins at 40 hours).

Key Responsibilities

- To select pick tickets as prioritized and assemble orders by identifying and confirming bin locator, description, quantity and unit of measurement
- Report any inventory discrepancies by recording them on the document provided in your department
- Put items in a plastic tote (bench) or box (stores)
- Make sure paperwork is invoiced when ready and all adjustments are identified to ensure accurate data entry
- Cut tops of boxes when you open a new box
- Work clean-take flaps and empty boxes of the shelf and either reuse or breakdown to dispose of it
- Clean your cart at the end of the night
- Assist with checking of orders (do not check ones you have picked) this is not done in the store department
- Pack checked items for transport
- Prepare waybill for shipment by checking address on pick ticket to address in ship system
- Confirm mode of shipping, special instructions are followed
- Load order on skid
- Wrap skid with heavy boxes on the bottom
- Print waybill
- Housekeeping by sweeping and cleaning carts, empty cardboard and dispose of garbage
- All other duties as assigned

Requirements and Preferences:

- Steel toed shoes are required
- Previous warehouse experience preferred
- Ability to focus on positive results
- Ability to work well with others
- Great with small details
- Ability to memorize numbers
- Ability to work in a fast past environment
- Ability to multitask with accuracy

Shaping Success Together:

The ability of Maritime Beauty Supply to remain competitive and successful in today's world is directly attributable to our employees. These beliefs, our commitment to open lines of communication and our policies and practices, ensure that we all operate in a positive employee relations environment that is supportive of our employees. We value our

employees and strive to offer an environment of challenge, continued growth and learning opportunities.

- Medical benefits (Health, Dental and Life Insurances)
- RSP Matching Contribution Plan
- Service Recognition Program
- Enhanced Vacation plan and personal days
- Corporate Charitable Donation Program
- Employee Fitness Program
- Personal, Professional and Career Development Program
- Maternity Leave Top-Up

Apply online by visiting www.JoinTeamMbs.ca.

While we thank all candidates for their interest, only those candidates being considered will be contacted. No telephone calls please.

Maritime Beauty Supply is an equal opportunity employer.