



Order Picker

Company Profile

At Prairie Meats, we are an entrepreneurial and progressive Saskatchewan based company that provide high quality retail and food service products. With locations in Prince Albert, Saskatoon and Regina, SK, we pride ourselves in offering challenging and rewarding careers where employees are able to focus on quality, customer service and teamwork.

Position Summary

The Order Picker ensures that the complete and accurate shipment of products is picked and ready for delivery at the appropriate time.

Key Accountabilities

Accountability: Order picking (70% of time)

- Receive pick lists
- Pick product as required/customer
- Organize and palletize product to ready for distribution
- Other duties as may be assigned

Accountability: Product Storage (20% of time)

- Ensure product is stored safely and in the manner required (i.e. each product in its place)
- Move product as required to make room for new product
- Ensure product rotation is happening
- Other duties as may be assigned

Accountability: Inventory (10% of time)

- Cycle counts
- Regular inventory counts as required
- Other duties as may be assigned

Skills and Competency Requirements

- Organize and prioritize tasks to ensure successful and efficient completion
- Detail orientated with the ability to check for accuracy

- Work independently while following precise instructions and formulas
- Communicate clearly with co-workers
- Be an effective team player to achieve set out goals and contribute to a positive workplace
- Follow health and safety rules and practices

Knowledge, Experience and Education

- Minimum of one year experience in a related role (i.e. warehouse environment)
- Experience tracking and organizing stock and/or palettes for shipment
- Having a valid license to operate a forklift is preferred

Application deadline: 2021-07-26

Job Type: Full-time

Benefits:

- Store discount

Schedule:

- 8 hour shift

Experience:

- warehouse: 1 year (preferred)
- warehouse worker: 1 year (preferred)

Work remotely:

- No