



Warehouse Associate – Port Coquitlam, BC

CIMS Limited Partnership, is seeking an individual that is a **punctual self-starter and team player** for the **Warehouse Associate** position.

Working as the **Warehouse Associate**, you will report to the Warehouse Manager and be responsible for carrying out day-to-day warehouse related tasks, such as receiving, shipping, stocking materials, etc.

You will be accountable for:

- Maintain the necessary inventory levels of supplies and tools to support production needs.
- Collect, store, and issue hand tools, machine tools, dies, measuring devices, and other equipment and maintain records of withdrawals and returns of tooling.
- Ensure that all tools and equipment are in good working condition and meet calibration specifications.
- Live the CIMS corporate values by demonstrating professional and respectful workplace and promoting collaboration, innovation, and engagement.

A successful candidate would be an individual who has strong knowledge of various types of tooling found in a warehouse. Ability to read lists of products, stock numbers, quantities, and prices. Strong verbal & written communication skills. Attention to detail with ability to problem solve and multi-task and manage conflicting priorities. Use computer applications and MS Excel as needed.

Working conditions you can expect while performing your role to include:

- Working both indoors and outdoors in a well-ventilated fabrication shop with adequate lighting and temperature.
- Using standard equipment found in a fabrication shop (welders, power tools, hand tools etc.).
- Work requires repetitive movement and lifting, frequent standing and walking are required.
- Frequently required to use personal protective equipment to prevent exposure to hazardous materials.
- May be required to work outside of normal work hours on occasion to meet deadlines.
- **Required to lift/move loads of up to 50lbs.**

About Us:

CIMS LP is 100% Canadian owned and operated mechanical contractor serving locations across Canada. CIMS provides services in the heavy industrial sector including the largest plant shutdowns and complex industrial projects in the Oil & Gas, Mining & Industrial, Pulp & Paper, and Power Generation industries. In addition to being an industry leader,

CIMS is passionate about hiring and retaining the market's best talent and offers exciting work, training & development, engagement and opportunities for growth to all of its employees. We have been certified as a Canadian Workplace Culture Leader and has earned the ranking of Canada's Top Workplace Culture Innovators!

CIMS LP is committed to ensuring that reasonable accommodations are made available to person with disabilities during the recruitment, assessment and selection processes and, in consultation with job applicants, provide reasonable accommodations upon request.

We welcome and encourage applications from Indigenous Peoples, women, the LGBTQIA2 community, mature workers, people with disabilities and people from different cultural backgrounds.

If you feel you are qualified for this role, please submit your resume to **RECRUITMENT@CIMSLTD.COM**

Only candidates who are most qualified for the position will be contacted.