



## **Stockroom Clerk**

Plexpack Corp. Scarborough Ontario

### **Company Overview**

Plexpack Corp. delivers flexible packaging machinery solutions and certain results for customers worldwide. Our Emplex Bag & Pouch Sealing, Damark Shrinkwrap & Bundling Systems and VacPack Vacuum Gas Flush Sealers are customizable, made-to-order with the unique needs, reputation and budget of our customers in mind. Modular and innovative designs are easy to install, maintain, and expand. They provide line and product flexibility, and ensure our customers' packaging operations perform to their own highest standards. Plexpack is growing and is looking for an addition to our production team to manage, move, and maintain stock of part inventories. Please learn more about our products and see the equipment the right candidate would have a hand in building at [plexpack.com](http://plexpack.com)

### **Position Responsibilities:**

- Primarily responsible for ensure manufactured and purchased components are received and stocked in a timely manner
- Moving materials, parts, and subassemblies to work centres and stockroom
- Assembly kits are completed to schedule and delivered to production work centres
- Picking and packing for spare parts orders
- Advising inventory manager or kit list shortages or component damage or mismatch
- Unpacking and stocking incoming components
- Keeping stockroom in a neat and organized manner
- Cycle counting

### **The Successful Applicant will have:**

- Highschool diploma
- 2 to 3 years in a similar position
- Experience with computerized tools, and ERP are preferred
- Excellent organizational skills
- Attention to detail
- Ability physically pick and move parts, and ability to lift up to lift 25 lbs
- Ability to multi task

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## **PLEXPACK CORP.**

1160 Birchmount Road, Unit 2, Toronto, Ontario M1P 2B8

Tel: 416.291.8085 • Toll Free: 800.265.1775 • Fax: 416.298.4328 • [www.plexpack.com](http://www.plexpack.com)



- Can-do attitude

## Who We Are

### Our Mission

is to build and deliver the best, made-to-order flexible packaging machinery solution for each customer's unique needs.

### Our Vision

is to be the preferred choice for customizable, made-to-order flexible packaging machinery solutions worldwide.

Plexpack Corporation designs and manufactures high quality flexible packaging equipment solutions. More than 5,000 customers worldwide depend on our Emplex Bag Sealers, VacPack MAP Systems, and Damark Shrinkwrap Systems for packaging efficiency, product integrity, safe transport, and attractive presentation.

We deliver standard and customizable, made-to-order solutions with our customers' unique needs, reputation, and budget in mind. We have options for nearly any production environment and experience in a wide range of applications. For nearly 50 years Plexpack has been known for quickly delivering innovative solutions that are simple to use with superior performance and return on investment.

Every Plexpack solution is backed by multilingual support and service from our offices in Canada and the US and our international network of distribution partners.

## What Plexpack Offers Our Employees

- Competitive compensation
- Work/life balance

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- Being a part of a flexible, dynamic SME with a strong global reputation
- Culture of friendly, supportive, collaborative, and successful people
- The chance to expand your professional and personal skills
- Opportunities for sponsored training and educational development
- A stable company who stands behind nearly 50 years of business excellence and continuous improvement
- Learning and working with leaders in an essential and critical industries within the supply chain
- Supporting an exciting global customer base that spans a variety of industries and ranging in size from start up to Fortune 100.
- Working in an inclusive, diverse, and ethical environment.

## Why Choose Plexpack

Plexpack aspires to provide its employees a rewarding and fulfilling career. We strive to create an inclusive, supportive, and collaborative environment while providing opportunities for advancement, competitive salaries, learning and education opportunities, and a flexible benefits package. When you join Plexpack, you are joining a team of outstanding, motivated individuals, many of whom with pride of long-term service. Our diversity is a core strength that contributes to professional and personal development and a rich work experience.

With 3 strategically located offices and over 100 channel partners, we are proud to be a global leader flexible packaging equipment manufacture, provision, and support. The key to our success is understanding our customer needs and aligning those needs throughout the organization to provide high quality equipment while delivering top notch customer experience, outstanding value, and overall satisfaction and brand loyalty.

## You Make a Difference!

We are solutions-driven and customer-focused and welcome energetic emerging leaders and experience professionals that can drive company mandates into the future. When you are on the job for us, you can take pride in knowing that your actions not only support and boost our customers' productivity, package

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integrity, and sales, but that you are also contributing to an essential part of the global supply chain as a whole.

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