

Job Description Summary

The Material Handler will be responsible for providing logistical support for the movement, storage, control and protection of raw materials, supplies, work in process products and finished products. The Material Handler is also able to perform shipping and receiving tasks, support the Supply Chain, Manufacturing and QC groups, as well as to perform inventory control duties such as cycle count. Starting at \$22.00 an hour, this position offers a competitive wage while supporting our mission of Scientists Helping Scientists.

Job Description

Duties and Responsibilities

- Performs receiving inspection for incoming materials according to standard procedures and/or specifications.
- Labels and stores materials and finished goods according to their status within our quality system (Quality Inspection, pending disposition and Unrestricted Use).
- Transacts inventory using company's ERP system applicable orders PO, STO, RMA as per standard procedure.
- Packages and processes shipping of materials as required. Communicates effectively with couriers (Fedex, UPS, etc.)
- Selects, identifies, and packages outbound materials as scheduled for the daily transfers, where and when required.
- Monitors storage space capacity available and if issues, communicates to the logistics group (material handling and distribution) for transfer options either to inter-branch or off-site facilities.
- Performs disposition of materials and finished goods according to instructions from NCRs, QN's and SCAR processes.
- Acts as QC designate to execute material movements both physically and in the ERP system using the integrated Quality Notification system.
- Discards expired materials (raw, in-process, or finished goods) while adhering to safety practices.
- Performs scheduled cycle count tasks and participates in inventory count activities as required.
- Complies with C-TPAT and Safety requirements.
- Operates pallet jack or other material handling equipment as per training and when required.
- Participates and support our company's continuous improvement program.
- Helps maintain the area is clean and organized as well as that inventory is in the right storage locations.
- Picks, prepares and return items for daily usage by Manufacturing department both physically and in ERP system.

Qualifications

- High school diploma or equivalency.
- Minimum of 2 years warehousing and/or material handling experience.
- Familiar with following Standard Operating Procedures (SOP's).
- Highly organized and detail oriented required.
- Able to perform various tasks in a fast-paced environment is a must.
- Excellent verbal and written communication skills.
- Computer skills to use company's software applications.
- Good physical ability to move moderately heavy and/or bulky material.

- Remain flexible for shift based work as required to meet business demand.

This role requires vaccination against COVID-19 as per the current recommendations by local health authorities, including any COVID-19 boosters as recommended by local health authorities and where available.

#united

STEMCELL Technologies Inc. is a privately-owned biotechnology company based in Vancouver that helps power leading-edge life science research around the world. Scientists performing stem cell, immunology, cancer, regenerative medicine and cellular therapy research are among those who rely on our cell culture media, cell separation products, instruments, ancillary reagents and contract assay services. We create novel, useful, standardized products of unfailing quality and deliver them to more than 70 countries via our many regional offices plus distribution centres in Vancouver, Seattle, Grenoble and Singapore. Driven by our love of science and our passion for quality, we see ourselves simply as “Scientists Helping Scientists” – standing by our customers to provide outstanding products, technical support and training. We have over 1000 science-oriented employees globally, including 250 PhDs/MScs, with most others holding a BSc or engineering degree. STEMCELL is proud to be the largest Biotechnology employer in Canada.

This is an opportunity to work with highly motivated colleagues in a science-oriented, creative and dynamic environment. We offer a competitive salary, excellent benefits and significant career development opportunities.

Link to apply: <https://jobs.stemcell.com/job/vancouver/material-handler/8172/17357792224>