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243 Huron Road, West (Hwy #7/8)
Shakespeare, ON N0B 2P0
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Yard Foreman

Akins-Brewer Lumber, a division of Adams Building Supply Limited, is a family owned and operated business providing quality lumber and building supplies to professional and retail customers in Southern Ontario. We are known for our high levels of customer service and our ability to find solutions to the problems of our customers. We require the addition of a Yard Foreman to our team of quality people at our **Shakespeare location**.

Our core competency is our ability to provide efficient, fast delivery with exceptional customer service to both our contractor and consumer customers. You possess enthusiasm as well as a positive attitude and are willing to go the extra mile to ensure our customers receive the outstanding service experience they deserve. You are willing to work hard and adapt quickly to changing priorities in a fast-paced environment during the busy season. You possess solid supervisory and teaching skills, work well with a variety of personalities and are a strong communicator. Heavy lifting is a requirement. Previous lumberyard and forklift experience is an asset for this job.

Reporting to the Store Manager, principal duties will include but are not limited to –

- Work with store management to ensure appropriate scheduling for yard staff and drivers, including assessing the need for and approving any overtime
- Ensure accuracy and safe handling of all materials being loaded and unloaded from company, customer and supplier vehicles
- Keep maintenance records for all equipment including forklifts, delivery vehicles and shop equipment
- Supervise and assist in yard inventory counts, both cyclical and year end inventory
- Maintain accurate inventories of all yard products and ensure shortages, or low inventory is reported
- Ensure compliance with all Health and Safety and fire regulations
- Keep yard clean and well organized
- Co-ordinate with outside sales as well as store personnel
- Assume other duties as required by the store manager

Akins-Brewer Lumber offers a competitive compensation and benefits package.

All submissions will be treated with complete confidentiality. Please forward your resume in confidence to:

Jamie Adams
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3999 Sackville Street
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