



LIFESAVING SOCIETY

*The Lifeguarding Experts*

**JOB POSTING**

**October 25, 2022**

## **Shipper/Receiver – Part-time**

The BC & Yukon Branch of the Lifesaving Society is seeking a part-time Shipper/Receiver to oversee the warehouse operation. This is a critical component of supporting our Affiliates in their provision of swim lessons, lifesaving, lifeguarding and first aid courses in the pools and waterfronts of BC and the Yukon.

Responsibilities include shipping, receiving, ordering and inventory of educational materials and merchandise. Lifting of boxes up to 20 kg. is required. Excellent customer service and good computer skills are a must. Excellent verbal and written English skills are required along with a high level of organizational and interpersonal skills. Working knowledge of Word, Excel and proficient keyboarding ability is necessary. Experience in shipping/receiving is an asset.

Part-time: 12 to 15 hours per week, spread over 2 to 3 days per week

Starting Wage: \$19/hour plus 4% vacation pay

Please forward your resume & cover letter to Dale Miller, Executive Director, at the address or email below by Friday, November 4, 2022. Thank you in advance to all those applying; only those considered will be contacted.

The Lifesaving Society (aka Royal Life Saving Society Canada) is a national registered not-for-profit organization committed to the prevention of drowning and water-related injury. We are an equal opportunity employer that treats all employees with fairness and honesty. We believe that the most important assets of the organization are capable, motivated, and satisfied employees.

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