

## **Shipper/Receiver – Bench Brewing Company**

Reports to: Director of Operations & Logistics

Department: Sales

Location: Beamsville, ON

Job Type: Hourly, Full-time (40 hours per week)

### **The Role:**

Reporting to the Director of Operations & Logistics, the core role of the Shipper/Receiver is to effectively coordinate all picking, packing, and shipping orders across all Bench Brewing fulfillment centres. The second core responsibility of this role is to ensure the safe operation of Bench's commercial vehicle in transportation of goods between warehouses and delivering beer to local on-premise and retail accounts. Other responsibilities include the support of inventory management, warehousing, and beer packaging line work.

### **Main Duties include:**

- Conduct pallet/skid movements based on production and packaging demands across all warehouses
- Coordinate shipping/receiving and packing orders at all Bench fulfillment centres
- Load, stack and secure items safely into position on delivery trucks to prevent damage during travel
- Working with the operations team to ensure FIFO picking occurs for order fulfillment
- Manage inventory processing and reconciliation after all cycle counts
- Ensure compliance with all Bench warehouse safety protocols and procedures
- Deliver beer kegs and cases to local customers, with a heavy focus on the Hamilton to Niagara corridor
- Performing pre-trip and post-trip inspections on truck daily to ensure vehicle is in optimal working condition
- Work with the logistics team as well as with the sales team as required to coordinate deliveries, interact with customers, and generally support our trade relationships.
- Collecting payments for invoice at time of delivery when applicable
- Recording all empty keg inventory picked up at each account and reconciling invoices based on keg credits.
- Reporting all delivered invoices back to Bench via scanned documentation on a weekly basis.
- Maintaining a clean driving record and operates vehicle in a safe and lawful manner

### **Required Skills and Qualifications**

- Post-secondary degree
- Minimum one year of experience in a warehouse and/or logistics roll
- Prior warehouse and forklift operations experience. Valid forklift license is required.
- Must have clean and valid G class license. Truck driving and delivery experience as well as a clean and valid DZ license are strong assets.
- Willing and able to work flexible hours
- Physically able to lift and manipulate heavy objects (over 50lb)
- A thirst for knowledge – desire to constantly be learning about beer styles and brewing processes, and being excited to share that knowledge with our customers and consumers.
- The drive to win as a team – collaborating to achieve success is what we do here at Bench.

**About Bench Brewing:**

Located in the heart of Niagara's wine country, our farmhouse brewery is located on the site of the historic Maple Grove Public School in Beamsville, Ontario. Our brewery is a place for our guests to relax, learn, and experience the craft of brewing beer.

The Bench Brewing Campus sits across eight beautiful acres and will feature a 50hL brewing system, a tap and tasting room, a beer garden, a 'funk house' for our wild ale and barrel fermentation program, and our very own hops field.

If you have the entrepreneurial spirit and are motivated to work in a fun environment with like-minded people who love what they do, we want to hear from you! Please send your resume and cover to [info@benchbrewing.com](mailto:info@benchbrewing.com).