

Partsperson – Port Kells

Anything. Possible.

NorLand Limited is diverse group of 19 specialized heavy construction businesses that have been serving the construction industry since 1954. Our Brand Promise is to continue making *Anything Possible* – just as we’ve been doing for over 65 years. **Traxxon Rock Drills (TRD)**, part of NorLand Limited, is an equipment dealer, manufacturer, service provider, and parts distributor located in Port Kells (Surrey, BC).

TRD is seeking a detail-oriented, hard-working **Junior Partsperson** with warehouse experience and excellent computer and communication skills to join our team. The role will report to the Parts Manager and Operations Manager,

Responsibilities:

- Maintaining inventory records
- Preparing inventory, sales and purchasing reports
- Performing cycle counts
- Purchasing parts, gathering quotes, and booking logistics services
- Gathering and distributing materials for work orders

Knowledge, Skills & Abilities:

- High School Diploma
- 1+ year in supply chain or inventory control
- Prior warehouse experience
- Excellent mathematical and analytical skills, combined with knowledge of basic accounting practices
- Excellent computer skills
- Attention to detail and excellent communication and interpersonal skills
- ERP computer system experience is considered an asset
- ITA Partsperson Training is considered an asset
- Ability to work extended hours
- Forklift experience is considered an asset
- Physically fit and able to lift 40lbs unassisted
- Valid driver’s license (Class 5)

If you are interested, please submit your resume to recruitment@norlandlimited.com quoting “**Partsperson**” in the subject line.

Traxxon Rock Drills and NorLand Limited are committed to equity, diversity and inclusion in our recruitment and hiring practices.