

JOB PROFILE

DATE: April 12, 2022
POSITION: Machine Operator – Mailing & Bindery Equipment
STATUS: Full Time Day and Afternoon Shifts Available
LOCATION: Richmond, B.C

Hemlock Harling Distribution is a rapidly growing company specializing in mail processing, digital print production, E-Commerce order fulfillment and third-party distribution solutions to a diverse range of clients throughout North America. We are an equal partnership of Hemlock Printers, a recognized North American print industry leader based in Burnaby, BC, and Harling Direct, a prominent postal services and fulfillment provider with operations located in Montreal. We proudly operate from a dedicated 40,000 square foot facility in Richmond, BC. Our experienced team maintains a dedication to accuracy, reliability and continuous innovation.

The Machine Operator – Mailing & Bindery Equipment, will be responsible for the operation of a polywrapping device, various folders, inserting equipment with camera matching systems, inkjet devices, tabbing machines and additional mailing and bindery equipment. This is specialized equipment and thorough training will be provided to ensure success. The candidate will have a strong mechanical inclination while being trainable and eager to learn.

This role is responsible for ensuring production is met through operation and maintenance of the equipment, managing production flow and achieving set production goals. The successful candidate will be well organized, energetic, focused on detail and able to perform within a fast-paced environment under tight deadlines. This is a permanent, full-time position offering a competitive wage, excellent benefits and career growth opportunities.

Experience Required:

- Minimum 2 years' experience operating production related equipment

Abilities:

- Thorough attention to detail and able to achieve high quality output
- Strong mechanical aptitude with the ability to troubleshoot equipment issues in real time
- Works positively as part of a team and can work well independently
- Communicates clearly and effectively
- Strong time-management skills with the ability to multi-task

How to Apply:

If you are interested in exploring this career opportunity, please send you resume to employment@hemlockharling.com. Please quote Machine Operator – Mailing & Bindery Equipment in the email subject line.

We would like to thank all applicants for their interest, however only those applicants considered for an interview will be contacted.