



MISSION
Bon Accueil

SHIPPING/RECEIVING CLERK

The Organization

Welcome Hall Mission is a non-denominational, Christian humanitarian organization that has been serving Montreal's needy since 1892. This organization is in full expansion, with a dynamic team.

The Position

Reporting to the Warehouse Manager, the Shipper/Receiver is responsible for receiving, shipping, stocking and distributing foodstuffs, maintenance items, clothing, etc., in an efficient and a timely manner, with a principal focus on supplying all of the needs of the Mission's three kitchens.

The Candidate

An active Christian, the ideal candidate should have warehouse experience, good organizational and interpersonal skills. His ability to supervise and to use lift truck equipment are great assets. Particular attention will be given to individuals with a minimum of 2 years work experience in the field.

Salary

This is a full-time position, 37.5 hours/week. Please include your salary expectations in your application.

Interested candidates may submit a letter of application (via e-mail, mail or fax), along with their resume to the address shown below.

Welcome Hall Mission

606, De Courcelle, Montreal, Qc. H4C 3L5

Tel.: 514-523-5288 •Fax: 514-906-0767

Email: CV@missionba.com •Web site: www.missionbonaccueil.com

Please do not call. Only the candidates that are considered will be contacted.