



# Stock Clerk

## Company Description

TS Manufacturing, a local family-owned manufacturer of Automated Machinery for the Sawmill & Material Handling sector, based in the scenic City of Kawartha Lakes. As an industry leading manufacturer, TS Manufacturing has continually improved its facilities and infrastructure leading to the completion of a multi-million dollar facility and equipment expansion culminating in the expansion of its 70,000 square foot manufacturing facility. With modern technology, and a strong global customer base we require people who are willing to take advantage of the opportunities to improve our processes and customer experiences throughout the organization including Stock Clerk. Currently Celebrating 49 years in business with an experienced multi-generational team; TS Manufacturing offers a rural based lifestyle, while working in a global reaching, pandemic essential business; offering competitive pay and benefits.

## Job Description

This position will compile, organize and supply components to our production team in preparation for assembly.

## Key Duties Include\*

- Identify and locate parts and components in warehouse.
- Compile material requirements onto assembly cart for the production stage
- Tag parts and organize in proper location
- Performs inventory counts and reconciles to computer system to ensure accuracy of physical inventory.
- Maintain inventory and stock levels on crash kits, trailers and tool cribs
- Assist purchasing and production departments by expediting purchase orders

## Desired Skills & Experience

- Mechanical knowledge is required
- 2-3 years previous experience in a similar role
- Must be well organized and able to follow proper procedures
- Excellent computer skills, including MS Office suite products
- Ability to lift up to 50 lbs
- Operation of overhead crane and/or a forklift is an asset
- Working experience and understanding of automated industrial mechanical systems is a significant asset.
- Organized, self-regulated and excellent time management skills required.

Interested applicants can submit their resume, in absolute confidence, to [Careers@tsman.com](mailto:Careers@tsman.com).

Applicants are encouraged to view our website at [www.tsman.com](http://www.tsman.com)



## What we Offer

Working with TS Manufacturing is a unique chance to take part in a growing company with projects all over the world. Our family oriented company ensures that you are not just a number, but a part of that family, where you are a part of an industry leading team of people all after a common goal. To be the best.

- Well lit and newly expanded manufacturing shop with in-house Engineering Department, and large Fabrication and Assembly shop recently upgraded to handle larger industrial equipment
- Modern CNC based plasma cutting, press brake, saw, lathe and milling capability on site to support Fabrication and Assembly processes
- Health and dental benefits
- Company pension plan
- Overtime after 40 hours
- Excellent opportunities for new skills and experience with our industrial machinery as we design, manufacture, install, maintain and upgrade our own equipment throughout its life cycle to customer requirements

## Locale

TS Manufacturing is [located right in the centre of the Kawarthas](#). Just over 60 minutes to the GTA, and in close proximity to Hwy 115 and 401, Peterborough, Toronto, and all major Ontario Cities - they are easily within reach providing options for those who prefer the big city amenities, as well as those who prefer the small-town easy-going pace. For more information about Lindsay and the surrounding area, please visit <http://www.explorekawarthalakes.com>.

If you think you should be a part of our engineering, trade or sales team for the mission above, email your resume with cover letter, detailing why you should be working for TS Manufacturing, to:

Email: [Careers@TSman.com](mailto:Careers@TSman.com)