



POSITION: LOGISTICS ASSISTANT
TYPE: Full Time
LOCATION: VANCOUVER, B.C.

We are looking for a highly motivated individual to join our Logistics team as a full-time Logistics Assistant. This position requires a person who has excellent attention to detail who manages their time effectively and adapts quickly to changing priorities.

THE OPPORTUNITY

- Picking and packing wholesale and online orders with accuracy and care
- Maneuvering skids, pallets and lifting and carrying product boxes.
- Ensure all eCommerce and Retail orders are shipped in accordance with our standard operating procedures and daily shipping schedule
- Receive, unload and place incoming inventory items appropriately
- Perform tasks within a production environment, assembling products by hand
- Assisting with warehouse organization, labeling pallets, shelves, boxes as directed
- Responsible for overall warehouse cleanliness, and removal of boxes
- Comfortable stepping in and assisting wherever necessary, packing shipments, moving boxes for team members etc.
- Proficiency in computerized systems and other technologies as required
- Comfortable communicating with a wide range of team members

THE EXPERIENCE & QUALITIES YOU BRING

- 1-2 years warehouse work experience an asset
- Previous experience with Shopify, Ship Station is an asset
- Excellent attention to detail, accuracy is one of your key habits
- Capable of following written instructions and documented procedures
- Able to stand and walk whilst working for extended periods of time
- Comfortable with basic math operations (addition, subtraction, multiplication, division)
- Team player who works productively with wide range of people
- Manages time effectively and adapts quickly to changing priorities
- Comfortable and thrives in a fast-paced environment
- Able to lift, carry and maneuver heavy material or equipment (up to 40 lbs.)
- Satisfactory completion of a criminal reference check & must be legally eligible to work in Canada

ABOUT withinUs

withinUs is Canada's leader in premium collagen products and has been recognized by **Canadian Business** and **The Globe and Mail** as one of Canada's fastest-growing companies. Established in 2013, withinUs was quickly recognized for its innovative, premium natural health products. Since our beginning, withinUs has focussed on being authentic, telling our story, connecting with customers, and building relationships and product loyalty with community leaders. It is this authenticity that has been essential to our success. As we continue to grow, we strive to connect with diverse, purpose-led people to support us on our journey and be part of our passionate and driven team.

AT withinUs OUR TEAM IS:

- Collaborative, passionate, and highly effective
- Entrepreneurial self-starters
- Empowering, heard and valued
- Solutions oriented and creative
- About fun, friendship and trust

PERKS AT withinUs

We strive to provide an amazing work environment and do our part to take care of our team. In addition to a competitive salary that reflects your unique skills and experience we offer:

- Competitive compensation plan and bonus opportunities
- Extended health & dental benefits; Employee assistance program (EAP)
- Flexible time-off including paid vacation, sick days, flex days, and your birthday off
- Combination of in-office/remote work available
- Dog-friendly office
- On-site kitchen offering refreshments, smoothie options, food, and snacks
- Complimentary withinUs products
- Onsite Parking
- RRSP Matching program
- Fitness Subsidy
- Education Development up to \$5,000.00 per calendar year
- Paid volunteer days
- Green Transit incentives

HOW WE HIRE

withinUs is committed to a fair and equitable hiring process for all candidates. To ensure that each candidate's journey is consistent, and the selection process is unbiased, hiring managers will not be responding to any personal messages regarding this role or other opportunities. We thank all candidates for their time and interest in working at withinUs, however, only those being considered for opportunities will be contacted.

TO APPLY

Please submit your resume and cover letter using subject line "Logistics Assistant" to: careers@withinus.ca

We look forward to hearing from you!