

## WAREHOUSE ASSISTANT

Lee Specialties designs and manufactures pressure control equipment, production logging tools, logging system and related equipment for the cased-hole wireline service industry.

Established in 1999, Lee Specialties now employs more than 125 people at our Red Deer, Alberta facilities, which means we have doubled our employees since 2009. We proudly serve both the national and international markets and are currently expanding our facilities into the USA with the opening of our new sister company, Lee Specialties (USA). We employ the gamut of vocations from skilled tradespeople to professional and are looking for out of the box thinkers to join our growing staff.

The best and most talented people form the Lee Specialties team. Together, we make the innovations come alive. We are seeking a **Warehouse Assistant** to join our team.

### JOB SUMMARY:

As a Warehouse Assistant, you will combine your organization and time management skills to successfully locate parts and complete orders in a timely manner.

### RESPONSIBILITIES:

- Maintain inventory through counts, stocking and putting parts away
- Locate parts in shop and pull them for orders
- Deliver or pick up products
- Cycle count and red flag when minimum and maximum products are out of target area
- Organize shelving units and systems to support parts and products
- Maintain a clean work area
- Other duties as assigned by manager

### QUALIFICATIONS and Experience:

- High School Graduate
- Previous experience in a warehouse would be an asset
- Knowledge of oilfield equipment would be an asset



Innovative Designs. Innovative Solutions.

Apply:

Please provide cover letter, resume, and references with attention to Human Resources

Mail: Lee Specialties  
7739 Edgar Industrial Way  
Red Deer, AB, T4P 3R2  
Canada

Email: [hr@leespecialties.com](mailto:hr@leespecialties.com)  
Fax: (403) 347-3312

Walk-ins welcome. Please come prepared with the appropriate documents.

We are an equal opportunity employer. We would like to thank everyone for their interest, however, only those candidates selected for an interview will be contacted.