



# THE COMPASS

Help for Today ♥ Hope for Tomorrow

## Warehouse Operations Assistant - 2025 Canada Summer Jobs

### Candidate:

- Youth, between age of 18 and 30
- Possibly enrolled in a college or university, ideally focussed on science or commerce.

### Position:

- Work for 16 weeks, between May 12 and August 29, 2025, 35 hours per week.
- Must be willing to work some evenings and occasional weekend events.
- Orientation will be 4-7 pm, on May 5th 2025.
- Remuneration will be \$19.20 per hour.

### Duties:

- Assist with our food bank operations, learn and perform various tasks including processing client orders.
- Assist with inventory control.
- Assist in optimizing the efficiency of the warehouse & food bank processes.
- Lead the unloading of weekly food orders from Food Banks Mississauga, and other suppliers and donors.
- Assist in sorting food donations and stocking shelves.

### Qualifications:

- Must be accepting and empathetic at all times, working with vulnerable clients.
- Should enjoy personal interaction with clients, volunteers and staff.
- Should have basic computer skills and good telephone skills.
- Knowledge of mental health challenges and counseling skills would be an asset.
- Ability to carry and lift inventory, weighing up to 50 lbs.
- Standard First Aid and safe food handlers certification would be beneficial.
- Police check is required before starting.

### Supervisor:

- Karen Sears, Inventory Manager