



**SHIPPER RECEIVER**  
**Haywood Concrete Products Ltd.**  
Box 34, Haywood, MB, Canada R0G 0W0

[www.haywoodconcrete.com](http://www.haywoodconcrete.com)

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## Summary

Are you someone who loves keeping things moving and hates sitting still? Join our pre-cast concrete plant in Haywood, MB & become a behind-the-scenes hero of getting things where they need to go—safely, smoothly, and on time. If you're organized, hands-on, and like a job that keeps you active (with a forklift now and then!), this could be your next great move. This full-time position typically operates Monday to Friday, all year round (not seasonal)

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## Duties & Responsibilities

- Receiving parts and supplies, ensuring accuracy
- Preparing outgoing shipments so they're ready to roll—safely and securely
- Using forklifts, jacks and other equipment to move things around like a warehouse wizard
- Keeping shipping and receiving areas tidy and organized (your future self will thank you)
- Helping with inventory counts and making sure nothing goes missing (especially the tiny stuff)
- Communicating with production and logistics teams to keep things running smoothly
- Following safety procedures—because we like our team safe and in one piece!

## Qualifications:

- 2-5 years of experience in shipping, receiving, or warehouse roles (bonus points for manufacturing or construction environments)
- Forklift certification
- Valid Class 5 driver's license and dependable transportation to get to work each day
- Physically able to lift up to 50 lbs and be on your feet most of the day
- Basic computer skills for inventory and documentation
- Solid organizational skills and a sharp eye for detail
- Experience with parts, tools, and heavy materials is a definite asset

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## Why Work With Us?

- Competitive wages with the ability to grow with gained experience
- COR certified, safe and respectful work environment and well-maintained equipment
- Canada Life benefits program including health and dental
- RRSP matching program

## Have questions? Want to apply?

Contact Charlene Boyachek, HR Manager at: [charlene@haywoodconcrete.com](mailto:charlene@haywoodconcrete.com) or 204-379-2214