

EMPLOYEE-OWNED

Seasonal Production Support

Seasonal Production Support personnel perform a variety of tasks relating to Bindery Department production such as assisting Bindery Machine Operators at the various pieces of equipment, assisting with handwork projects and general housekeeping duties. These positions are generally filled by Post Secondary students and by individuals who want to try work in production for a short term.

Job Snapshot:

Company: Friesens Corporation

Location: Altona, Manitoba

Employment Type: Term – beginning April 2020, ending on August 31, 2020

Working Hours: Successful applicants will work one of the following shift configurations:

12 hour day shift rotation

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Week 1	6 AM–6 PM	6 AM–6 PM			6 AM–6 PM	6 AM–6 PM	
Week 2			6 AM–6 PM	6 AM–6 PM			

12 hour night shift

	Tue	Wed	Thurs	Fri
Weekly	6 PM – 6 AM	6 PM – 6 AM	6 PM – 6 AM	

Position Overview:

- Assist Bindery Machine Operators at various pieces of bindery equipment
- Check books for quality, hand taping/gluing ribbons into books, tipping pages, hand dust-jacketing
- Stacking book blocks, packing books into cartons, stacking cartons of books onto skids
- Assist with bindery department maintenance and housekeeping
- Must be willing to work at all divisions as needed

Desired Skills:

- High School Diploma, GED or equivalent
- Basic computer skills
- Ability to lift heavy objects, walk and stand for long periods of time and perform strenuous physical labour
- Critical eye for identifying defects
- Ability to read and understand written work instructions
- Knowledge of workplace safety, safe lifting and handling procedures
- Commitment to quality and safety
- Ability to work 12-hour shifts
- Ability and willingness to work overtime
- Effective verbal and listening communication skills
- Ability to work independently and in a team setting
- Ability to complete daily activities according to work schedule

About Friesens Corporation:

From humble beginnings in 1907, we've grown into the premier short run book manufacturer and packaging specialist in Canada. We're proud to produce amazing print and packaging for top publishers, schools, and manufacturers around the world.

How a Yearbook is made: <https://www.youtube.com/watch?v=Pz-IDhczBwo>

How a Book is made: <https://www.youtube.com/watch?v=CZZC5qQyGSY>

Friesens My Company: https://www.youtube.com/watch?v=x4duu_Ot9dE

Applying:

Apply online at <http://www.friesens.com/careers>

Deadline for submission of applications/resumes is May 31, 2020

Friesens Corporation is an Employment Equity Employer