

Position: Shop Technician – Kenora Branch - Part-Time with Full Time Potential

The Company: Bison Fire Protection Inc., through its fire extinguisher/automatic suppression, automatic sprinkler and alarm divisions, delivers a full offering of superior-quality fire protection products and services to a broad range of organizations via its branches in Saskatchewan, Manitoba and Northwestern Ontario. Our professional, highly trained staff have the capacity to ensure our customers have a complete and fully functional fire protection system that will ensure a smooth and continuous flow of business.

Position Responsibilities: Under the direction of the Branch Manager, this role is responsible to service fire extinguishers, suppression system cylinders and fire hoses as well as assist field service technicians with inspections as required.

This role handles all daily shipping and receiving duties and manage inventory within the warehouse. This role is responsible to maintain a clear, safe and orderly warehouse environment and perform other duties as assigned by the Branch Manager or head office Suppression Division Supervisor.

- Performs service work to fire extinguishers, suppression system cylinders and fire hoses in an efficient and time sensitive manner
- Assists field service technicians with inspections as required
- Perform warehouse and maintenance duties as directed
- Perform other duties as instructed by the Branch Manager
- Must participate in physical inventory counts as instructed by the Branch Manager
- Must participate in any required training and certification for the role

Position Requirements

- Minimum education requirement: Grade 12 graduate
- Willing to learn and train in the job role – open to minimal work experience
- Must be able to lift extinguishers/equipment of up to 50 pounds repetitively
- Must be able to maintain a safe, organized and clean warehouse with attention to detail in all paperwork requirements
- Must be detail oriented and focused on accuracy in all duties
- Must have computer skills in Microsoft Office software, and be willing to learn new software programs & processes as required
- Must be able to maintain an effective level of self-motivation & be goal oriented
- Must be able to prioritize work effectively with minimal direction or supervision
- Must be an effective technical problem solver with good organization & time management skills
- Must present a professional image, attitude & behaviours at all times when dealing with customers, vendors, external service providers & fellow staff members
- Must have effective verbal and written communication skills
- Must demonstrate effective people skills & a positive team player attitude

Individuals who represent the cultural diversity of the Kenora region are encouraged to apply. We are an equal opportunity employer, and will provide accommodation for people with disabilities in our hiring process. Please submit resume with salary expectations in confidence to: tturner@bisonfire.com. Due to the high volume of resumes received, only the most qualified candidates will be contacted. We thank all applicants for their interest.