



Precision Record Pressing is a leading vinyl record pressing company with multiple locations in the Greater Toronto Area. We believe our growth and success can be directly attributed to the emphasis we place on service, quality, and innovation and the involvement, commitment, and enthusiasm of our employees.

We are currently looking for **Packaging Associate** to join our **Oakville** team. This is a full-time, permanent opportunity that will support the Packaging department by performing assembling and packaging functions on daily

finished goods, while meeting customer ship windows. We are looking for a positive, energetic person who is highly motivated and wants to work in a team environment!

Responsibilities

- Ensure adherence to established safety practices
- Perform production duties such as manual lifting, packaging, taping, labeling and sorting
- Understand provided Bill of Materials and assemble package according to instructions
- Move product and inventory with utilization of a bin system
- Report defective materials and/or questionable conditions to the department supervisor
- Execute and document quality inspections per Standard Operating Procedures
- Maintain the work area and equipment in a clean and orderly condition while following prescribed health and safety regulations
- Break down materials and excess packaging for recycling
- Identify opportunities to minimize costs whenever possible
- Other duties as assigned by Team Leader

Physical Demands

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Requirements/Qualifications

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- Perform production duties such as manual lifting, packaging, taping, labeling and sorting
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As a condition of employment, the successful candidate will be required to submit a clear Criminal Record Check, at their own expense, prior to start date.

We thank you in advance for your application, however only successful candidates will be contacted.

Precision Record Pressing is committed to and supports diversity and inclusion practices. We will accommodate any needs under the Ontario Human Rights Code (OHRC) and Accessibility for Ontarians with Disabilities Act (AODA). Should you require accommodation through the application and/or recruitment process, please contact hr@precisionpressing.com to allow opportunity for appropriate accommodations to be made.