



JOB OFFER

STOREKEEPER

WHO ARE WE?

Synergy Medical is a growing company, based in Longueuil, that specializes in the design, manufacturing, marketing and support of robotic automation systems for Pharmacies in North America and Europe.

TASKS AND RESPONSIBILITIES

- Check and inspect incoming material, quantities and specifications (using supplier documents)
- Register received materials
- Place stock in the store according to procedures
- Unload stock
- Perform cyclical inventory inventories periodically
- Prepare internal orders for production
- Prepare orders for preventive maintenance appointments
- Keep shelves in order
- Work with logistics agent for deliveries with assigned carriers
- Replace shipping / receiving clerk during occasional leave

REQUIRED PROFILE

- High school diploma
- 2 years' work experience in a similar position
- Good verbal and written French and English
- Good knowledge of software (Windows and Office suites)
- Holds a driver's license
- Ability to lift boxes and various equipment
- Experience in forklift driving and safety at work is an asset

WORK SCHEDULE

- 40 hours/week
- Availability to work overtime

Please send your resume to: cv@synmedrx.com indicating the title of the job for which you are applying.