



22538 Fraser Highway, Langley, B.C. V2Z 2T8

Phone: 604.533.4447 Fax: 604.533.0451

[www.countrylumber.ca](http://www.countrylumber.ca)

---

## Employment Posting

Job Title: **Customer Service** Closing Date: **October 22<sup>nd</sup>, 2021**  
Department: **Main Yard** Position Start: **ASAP**  
Status: **Full Time** **Benefits & RRSP after 3 months' probation.**

---

***Great opportunity to establish yourself with a growing company!***

### **About Country Lumber:**

Country Lumber is a family-run company that began in 1981 with 2 employees, and now it is home to over 130 knowledgeable staff. With the simple goal of providing unparalleled service to our great community, we are proud to provide our clients with the comfort of working with friendly and familiar faces, project after project.

We have long-standing roots in our community. As the Lower Mainland has grown, so have we. With the same focus today as when we began, Country Lumber is dedicated to delivering high quality, sustainable products at competitive prices. This along with our valued relationships with our customers and vendors has allowed us to grow to where we are today.

### **Position Overview:**

The primary responsibility of Customer Service/Lumber Yard Worker is to assist customers in the yard with selecting, loading, and retrieving materials and providing Customer Service Excellence.

### **Principal Responsibilities:**

- Assists customers with helping them located products & placing orders in their vehicle.
- Build orders according to customer sales invoices ensuring accuracy of all lumber grades end size and piece count.
- Manually lift and move products to restock or relocate if required.
- Responsible for meeting productivity requirements in a safe manner
- Maintain a clean and tidy worksite, while to safety standards
- Perform other duties as requested by management.

### **Knowledge, Skills, and Experience:**

- Forklift Certification & theories and practices of forklift operation – an asset
- Ability to follow written and/or oral instructions.
- Assemble, sort and/or distribute documents, supplies and materials.
- Communicate information and ideas clearly and concisely, both written and spoken



22538 Fraser Highway, Langley, B.C. V2Z 2T8

Phone: 604.533.4447 Fax: 604.533.0451

[www.countrylumber.ca](http://www.countrylumber.ca)

---

### **Working Conditions & Physical Requirements:**

- Ability to walk and/or stand on pavement / uneven surfaces in all weather conditions up to 8 hours with period breaks throughout the shift.
- Ability to lift items weighing 3 lbs. to 50 lbs and walk up to 25 feet.
- Availability of hours between: 6:00am to 5:30pm Monday through Friday, and Saturdays 8:00am to 4:30pm.
  - The position will be required to work a split week schedule Monday through Saturday, with the option of getting either Tuesday, Wednesday, Thursday, or Friday off (working 5 days / 40 hours per week).

### **Compensation:**

- RRSP match & full health and dental benefits after successful completion of 3-month probation.

### **Contact:**

- If interested in this position, please submit a copy of your resume and cover letter to [hr@countrylumber.ca](mailto:hr@countrylumber.ca)
- Candidates selected for further review and / or interview will be contacted by email or phone.

Thank you for your consideration!

**Contact:**

- If interested in this position, please submit a copy of your resume and cover letter to [hr@countrylumber.ca](mailto:hr@countrylumber.ca)
- Candidates selected for further review and/or interview will be contacted by phone or email.

Thank you for your consideration!