



JOB DESCRIPTION

Our Brand Promise:

YOU'LL LOVE DOING BUSINESS WITH US

Our Mission:

We quickly respond to our customers' needs and solve their issues with a wide variety of solutions that benefit their business.

Our Vision:

We create two-way relationships with customers and suppliers, offer diverse opportunities for our team, promote open communication with all of our stakeholders, focus on strengthening our industry and growing our company.

Our Value Proposition:

Weston Forest delivers the right solutions. We are truly focused on creating great relationships and becoming your go-to source – by doing what we say we'll do. We have proven our expertise and commitment to become one of North America's strongest and most respected organizations. Today, Weston Forest is a trusted partner to our customers, suppliers and employees. We will continue to find new ways to solve your challenges and take an active role in building a sustainable industry.

Our Core Values

- Entrepreneurial organization committed to continuous improvement
- We do what we say
- Inspiring personal and professional growth
- Your success is our success
- More than just a place to work
- Results matter, but people matter more

Recent awards:

- Proud to be named one of Canada's 10 Most Admired Corporate Cultures
- Repeat winner of CANADA'S BEST MANAGED COMPANIES
- One of Canada's PROFIT 500 Fastest-Growing Companies
- Recipient of the 2017-18 Canadian Business Excellence Awards for Private Businesses

Summary

Responsible for the efficient equipment operations necessary in processing all work orders directed by Operations Manager to ensure that orders meet delivery schedules and are of appropriate quantity and dimension.

Duties & Responsibilities

- Ensure that correct species, dimensions, quality of product are prepared for cutting by referring to work order.
- Operates machine in a safe manner by following safety rules and operational procedures.
- Adjusts machine for cutting depth and feed rate according to thickness and species of product to be planed.
- Loads boards in consecutive sequence onto feed conveyor that conveys boards through machine planing operation.
- Assist with stacking and bundling of product for outbound shipments.
- Wear personal protective equipment as required.
- Comply with Health and Safety rules, policies and procedures of the company and the Occupational Health and Safety Act (OHSA) particularly the "Duties of Workers" as stated in Section 28.
- Perform housekeeping activities as required.
- Perform compulsory overtime as necessary and in accordance with legislative requirements.
- Participate in training as required.
- Other duties as required.

Knowledge & Skills Required

- High school equivalent
- 3-6 months previous experience
- Ability to operate a machine
- Ability to read and follow directions
- Good verbal and written skills
- Strong initiative and follow-up skills
- Strong team player