



Position: Warehouse Technician

Location: Eagle Mine, Upper Peninsula, Michigan, USA

General Description:

We are seeking to hire a Warehouse Technician to work at the Eagle Mine. Eagle Mine is located in the Upper Peninsula of Michigan, USA. Reporting to the Warehouse Supervisor, this individual will be responsible for maintaining warehouse inventories at the mine or mill location.

Key Responsibilities:

- Identify and inspect all incoming materials against manifest, invoice, packing slip and purchase order to ensure accuracy.
- Document issues, receipts and return of materials in applicable ERP in a timely manner.
- Conduct the receipt, stocking and inventory maintenance process of incoming materials.
- Load and unload trucks, trailers, railcars, vans and storage racks.
- Perform general housekeeping tasks such as sweeping, cleaning, etc.
- Fulfill orders for outbound materials, and package or kit for delivery or pickup.
- Sort and palletize materials.
- Operate material handling equipment and other vehicles.
- Record necessary documentation to support all warehouse transactions.
- Perform inventory control functions including stock order placements and min/max system settings.
- Perform routine physical counts of inventory on hand.
- Accomplish additional duties as required.

Skills and Competencies:

- Associates in Business Administration or equivalent preferred.
- 3 years' experience in a logistics and/or materials management function required.
- Valid US driver's license required.
- Previous experience operating material handling equipment required.
- Experience with SAP ERP & Microsoft Office preferred.
- Action oriented and produces results
- Flexibility and comfortable with ambiguity and change
- Integrity and Trust
- Commitment to creating and maintaining an environment facilitating safety and collaborative leadership

HSE Accountabilities:

Employees are responsible for performing all tasks in accordance with relevant HSE Site Procedures, so as to work safely and keep the workplace safe. Everyone in the workplace – both employees and employers – is responsible for his or her own safety and for the safety of co-workers. Lundin Mining Company is responsible for determining steps required to ensure health and safety of all employees. Specifically, all employees must:

- Accept personal responsibility for HSE
- Identify hazards, unsafe conditions, unsafe actions and conditions that could result in damage to property, injury or impacts to the environment.
- Obey any instruction issued to protect their own personal health and safety, and the health and safety of others.
- Report, as soon as practicable to their Manager any situations where HSE requirements are not being conformed to within their work area.
- Avoid endangerment to any other person through any act or omission
- Use equipment correctly, particularly that provided for health, hygiene and safety purposes.
- Report all incidents
- Participate in HSE training provided to them

To apply, or to find out more about this role please submit your resume, referencing "Warehouse Technician" to: EagleRecruiting@lundinmining.com.