



## **inventory clerks supervisor**

**Posted by Bluewater Recycling Inc**

**Posting Date :** 14-Oct-2025

**Closing Date :** 12-Apr-2026

**Location :** Bedford

**Salary :** \$30.25 Per Hour

### **Job Requirements**

- **Education:** Secondary (high) school graduation certificate
- **Language:** English
- **Years of Experience:** Fresher (less than 1 year)
- **Vacancy:** 1
- **Job Type:** Full Time
- **Job ID:** DISJ1882479

### **Job Description:**

# inventory clerks supervisor

Verified

Company name: Bluewater Recycling

## Job details

23 Bluewater Rd  
Bedford, NS  
B4B 1G8

On site

30.25 hourly / 35 to 40 hours per week

Permanent employment

Full time

Early morning, Evening, Shift, Morning, Day, Weekend

Starts as soon as possible

1 vacancy

Job Bank #3283656

## Overview

### Languages

English

### Education

Secondary (high) school graduation certificate

### Experience

7 months to less than 1 year

### On site

Work must be completed at the physical location. There is no option to work remotely.

### Work setting

Warehouse

## **Responsibilities**

### **Tasks**

- Organize tasks to accomplish the work
- Oversee operational logistics of the organization
- Plan and organize operational logistics of the organization
- Co-ordinate activities with other work units or departments
- Prepare and submit reports
- Ensure smooth operation of computer equipment and machinery
- Arrange for maintenance and repair work
- Resolve work problems, provide technical advice and recommend measures to improve productivity and product quality
- Train workers in duties and policies
- Conduct performance reviews
- Co-ordinate, assign and review work
- Requisition or order materials, equipment and supplies
- Organize and maintain inventory

### **Supervision**

- 3-4 people

## **Additional information**

### **Security and safety**

- Criminal record check

### **Work conditions and physical capabilities**

- Work under pressure
- Attention to detail

### **Personal suitability**

- Accurate
- Flexibility
- Initiative
- Organized
- Reliability
- Team player

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## **Who can apply for this job?**

### **The employer accepts applications from:**

- Canadian citizens and permanent or temporary residents of Canada
- other candidates, with or without a valid Canadian work permit

## **How to apply**

### **Direct Apply**

By Direct Apply

### **By email**

[bluewaterrecycling@gmail.com](mailto:bluewaterrecycling@gmail.com)

### **How-to-apply instructions**

Here is what you must include in your application:

- Cover letter

**To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: [bluewaterrecycling@gmail.com](mailto:bluewaterrecycling@gmail.com)**

**Posted on Disabled job Portal**