



JOB POSTING

PO Box 1559, Port Hardy, BC, Canada V0N 2P0

Phone: 250-949-8088 Fax: 250-949-8825

Position: Tally
Date: March 30, 2015
Wage: \$17.00
Type: Seasonal

Job Posting: 03/30/15 - 2

Keltic Seafoods is a growing full service off-loading, processing, and storage facility. We have an opening for a Tally person.

Duties will include:

- Duties as assigned by your manager
- Program computer with daily lots specific to daily orders/customer requirements
- Work with staff to accurately weigh net weights of product and record onto tally record
- Fill out all necessary paper work
- Keep day to day lots separate
- Fax pertinent information to customers
- Work with site Manager and supervisor

Qualifications:

- Extremely well organized and problem solver
- Basic math skills
- Whmis certification
- Good clean "food safe" hygienic work habits
- Able to comply with Occupational Health and Safety Program regulations
- OFA 3 an asset but not necessary
- Fisheries sector Tally experience

Those interested in this position may apply to Keltic Seafoods Human Resource Department at the address below on or before April 15, 2015. Posting may close prior to this date. Internal applicants please apply on an "[Internal Job Application Form](#)".

Please email or fax a resume to:

Human Resource Manager
Keltic Seafoods
PO Box 1559, Port Hardy, BC, Canada V0N 2P0
Phone: 250-949-2973 Fax: 250-949-8825
Email: HR@kelticseafoods.com