



Butler Fleet Maintenance Junior Parts/Inventory Assistant

Butler Fleet Maintenance is a Southern Ontario based company servicing Niagara and the GTA. We provide fleet maintenance and repairs for both on-road and off-road equipment of all types and sizes. Butler Fleet Technicians have extensive experience maintaining cranes, heavy construction, paving, marine, trucking and mining fleets.

Over the last six years we have grown from a single service truck to a multi vehicle support team with both on-site and in facility services.

We are looking for a **Junior Parts/Inventory Assistant** who is motivated, committed and is ready to join a growing and fast paced company.

Why join Butler Fleet Maintenance?

- Monday – Friday (8:00am – 4:30pm)
- Comprehensive benefit package

Job Responsibilities and Duties

- Pick up part ordered from various suppliers in and around the Niagara and the GTA
- Distribute parts to the technicians and ensure the proper parts are given
- Perform inventory counts and manage stocks levels
- Maintain cleanliness and general upkeep of company vehicles (Wash outside, detail inside, top up fluids, etc)

Qualifications

- G class license (required)
- D class license (considered an asset)
- Clean drivers abstract
- Cellphone capable of sending and receiving pictures

Skills/Ability/Knowledge

- Computer literate
- Fluent in both written and spoken English
- Ability to self-motivate and problem solve
- Ability to work both independently and within a group setting
- Physically able to perform a variety of tasks (climb, lift, crouch, stand, etc)
- Comply with Health and Safety practices and procedures
- Some mechanical knowledge (considered an asset)

If you want to be part of a workplace that empowers you and pushes you to succeed, we encourage you to apply with a resume and cover letter.