

About Powerside

Powerside is a leading end-to-end provider of Power Quality and equipment monitoring solutions. The Company aims to change the \$40 B power quality market, which is too complex and confusing for many customers to navigate.

Our product range includes PQube®, the most capable and cost-effective power analyzer on the market, and a full range of low and medium voltage power correction equipment. To date, we have deployed 50,000+ monitoring solutions and delivered 5,000+ correction projects in over 50 countries. We are proud to count many of the world-leading companies, including dozens from the Fortune 500, as our customers.

Powerside's focus is on Power Security, a step above the traditional world of Power Quality. Harnessing IOT/cloud technology, and advanced analytics, Powerside's goal is to modernize the approach to system and facility monitoring in a broad range of high-value applications, ensuring that our Customers have reliable power, so they can focus on what they do best.

Powerside has facilities in Alameda, California, and Montreal, Quebec, Canada. We provide a competitive compensation package with healthcare and retirement plans.

All our employees share in the success of our company through a generous stock option plan.

Position: Logistics / Material Coordinator – Corrections Equipment

Status: Permanent, Full-Time – St. Laurent, Quebec

Role Overview

The Operations Team is looking for a Logistics/Material Coordinator to perform inbound and outbound freight/shipping operations, provide hands-on and system support to manage material workflow in ERP database and in stockroom, and improve On-Time Delivery for critical projects.

Working on pre- and post-sale support, and reporting to the Supply Chain Manager, your efforts will have a visible and direct impact on our sales success and customer satisfaction and will enable us to deliver powerful equipment and facility monitoring products and services to a wide range of industries.

Responsibilities

- Plan, organize and execute all inbound and outbound freight/shipping operations.
- Communicate with customer/vendor to ensure all delivery appointments have been made prior to shipping.
- Prepare and print shipping labels and commercial documents.
- Process shipping orders based on preferred shipping system (e.g. USPS, UPS, FedEx, etc.)
- Obtain freight quotes from various FTL & LTL carriers and schedule shipping for each package.
- Negotiate as necessary to attain competitive pricing and ensure materials are shipped in time to meet production requirements.



- As Material Coordinator: Receive incoming materials from vendors; count, visually inspect, and enter data in the company database.
- Coordinate and ensure timely processing of Damage Claims, Return-to-Vendor, and Audit documentation.
- Manage inventory levels for components and raw material for Production needs, run MRP (material requirement planning) tool for long-lead analysis, project planning, and stock management.
- Produce quarterly forecasting, min / max levels, and communicate inventory risks.
- Prepare document binders to initiate production including BOMs, sub-assemblies, technical drawings, etc.
- Manage sub-vendors and other special components service providers
- Troubleshoot issues upon first contact to obtain resolution or when necessary, perform the appropriate escalation.
- Ensure documentation on the file share platforms are adequate and up to date.
- Perform other material and shipping related duties as needed.

Required Qualifications/ Experience

- Degree, Technical College Diploma, or equivalent experience
- Minimum of three (3) years in operations experience, preferably in a manufacturing environment
- Excellent oral and written communication, interpersonal and negotiation skills
- Excellent planning, organizational and time management skills as well as the ability to meet deadlines
- Thrive in a constant evolving and growing environment
- Ability and desire to quickly learn
- Ability to manage priorities and collaborate with peers and other team members
- Demonstrate accuracy and attention to detail
- Bring their sense of initiative, energy, and enthusiasm to work

Competencies and Technical Skills

- Proficient in Microsoft Suite applications (Word, Excel, Teams, Sharepoint)
- ERP system experience / working knowledge.

Languages

- Fluency in English, spoken and written.
- Fluency in French, spoken and written, an asset.

Perks

- Company pension, Dental care, Extended Healthcare
- Large focus on Stock options-we believe everyone should be an owner
- Opportunity for growth

Application Deadline

- Aug 20 2022

Please apply to careers@powerside.com with a resume and a cover letter.



POWERSIDE®

All our energy, in your power