



CAREER PROFILES

Shippers and Receivers:

Shippers and Receivers ship, receive, and record the movement of parts, supplies, materials, equipment, and stock to and from an establishment.

Wage/Salary Information:

\$25,000 is the median annual salary found in local job-postings.

\$19.57/hour is the median wage reported locally.

Commonly Listed Skills in Job Postings:

- Detail oriented
- Forklift driving
- Teamwork
- Oral and written communication
- Dependability
- Work independently
- Freight
- Computer use
- Organizational skills
- Customer service oriented
- Self-motivated
- Microsoft Office
- Organized
- Data entry
- Problem solving
- Time management
- Multitask
- Creativity
- Management
- Mathematics

Job Duties:

Shippers and Receivers determine method of shipment and arrange shipping; prepare bills of lading, customs forms, invoices, and other shipping documents manually or by computer. Shippers and Receivers assemble containers and crates, record contents manually or by computer, pack goods to be shipped, and affix identifying information and shipping instructions. They oversee loading and unloading of goods from trucks or other conveyances and inspect and verify incoming goods against invoices or other documents, record shortages, and reject damaged goods. Shippers and Receivers also unpack, code, and route goods to

appropriate storage areas and maintain internal, manual, or computerized record-keeping systems.

Working Conditions:

Work takes place in a conventional controlled environment such as an office, hospital or school.

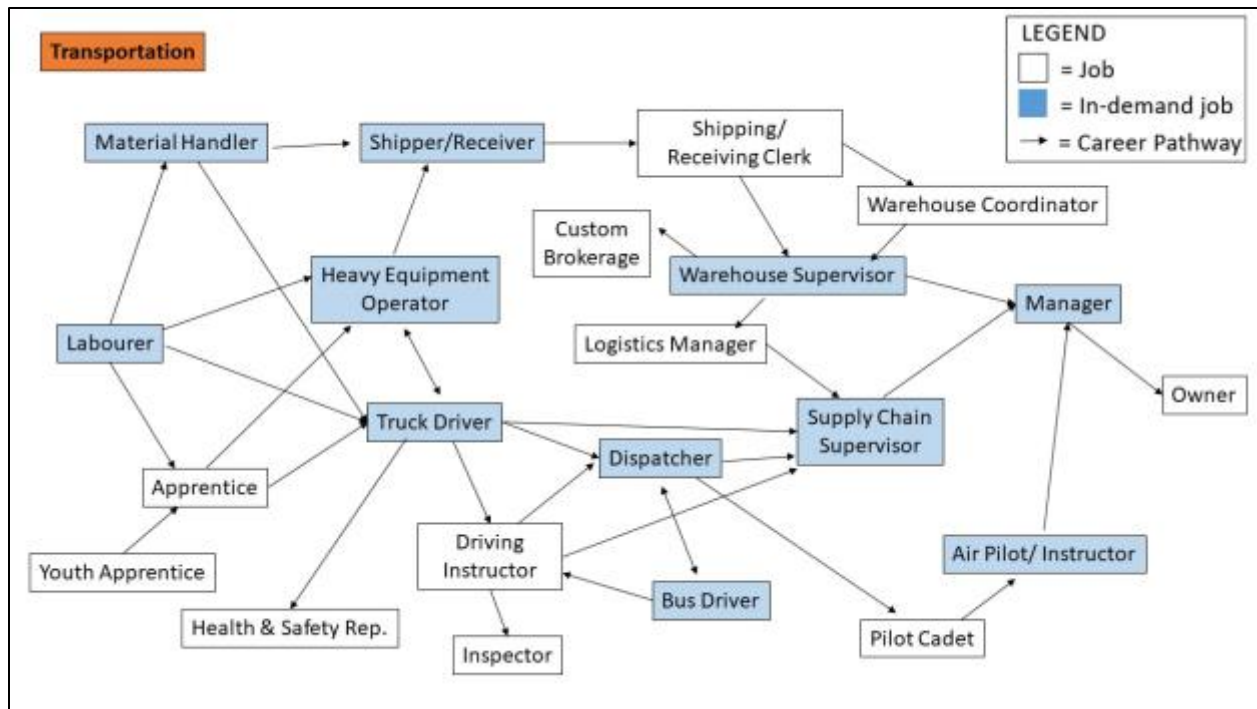
Some work may be done in an outdoor work environment where the worker is exposed to variations in weather conditions and seasonal weather patterns.

Career Pathways:

Progression to supervisory positions is possible with additional training or experience.

Shippers and Receivers are employed in the public sector and by retail and wholesale establishments, manufacturing companies, and other commercial and industrial establishments. Below are potential career pathways for Shippers and Receivers:

- Freight Receiver
- Freight Shipper
- Import Freight Clerk
- Receiver
- Shipper
- Shipper-Receiver
- Shipping Agent
- Shipping and Receiving Clerk
- Supply Chain Assistant



Education and Training Pathways:

If you're interested in becoming a Shipper or Receiver, you can acquire training/education locally at any of the following institutions.

Academy Truck Driving School:

Forklift Training Program

Admission/Eligibility Requirements: Valid ID

Academic Credential: Certificate

Attendance: In-Person

Full-time or Part-time: Full-time

Program Length: 5 hours

Program Cycle: Once a month

Program Cost: \$199

OSAP Eligible: No

Location: 2700 Central Avenue, Windsor, N8W 4J5

For more information on this program, please visit:

<http://www.academydrivingschool.ca/forklift-training/4585930947>

Disclaimer: *The educational institution reserves the right to change information without notice, and may result in discrepancies between their information and the information presented above. If any errors are found, please report them to info@workforcewindsoressex.com.*