



# FUNCTION DESCRIPTION

## McInnis Cement

**POSITION: Terminal Attendant**

**Location:** Canada

**City:** Sainte Catherine, Québec, Canada

**Reporting to:** Terminal Manager

**Status:** Permanent - Full time

McInnis Cement operates a state-of-the-art cement plant, which reaches all of North America. The company's mission is to provide its customers with high quality cements manufactured and distributed according to the principles of sustainable development. In addition, contributing to local economic activity is one of the priorities of this new company.

### JOB DESCRIPTION

Reporting to the Terminal Manager, the Terminal Attendant operates and maintains the McInnis cement distribution facility at Sainte-Catherine.

### RESPONSIBILITIES

- ⚡ Load the trucks using the computer and its various loading applications and complete the transport documentation.
- ⚡ Make data entry for inventory keeping.
- ⚡ Assist, if necessary, truckers in the self-loading process.
- ⚡ Perform maintenance and visual inspections of the cement loading system including the loading horn, pneumatic conveyors, turbine blowers and dust collectors.
- ⚡ Handle unloading equipment for ships and wagons.
- ⚡ Clean the dust collectors and change the filter cartridges.
- ⚡ Maintain the facility and the grounds of the facility.
- ⚡ Perform general housekeeping duties.
- ⚡ Maintain good relationships with truckers and visitors.
- ⚡ Comply with company policies and guidelines, including workplace health and safety.
- ⚡ Perform other related duties.



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#### JOB REQUIREMENTS

- ⚡ At least a High School Diploma and ideally a College Diploma in Industrial Mechanics and a few years of experience as Terminal Operator, or Industrial Mechanic or other related field.
- ⚡ Good mechanical and mathematical skills (weights and measures).
- ⚡ Knowledge of pneumatic loading systems.
- ⚡ Able to work with computer applications.
- ⚡ Good physical ability: ability to lift, push and pull loads up to 50 pounds.
- ⚡ Ability to work in a team, take initiatives, manage urgent situations in a thoughtful way and work overtime regularly.
- ⚡ French and functional English.

#### WHAT WE OFFER

- ⚡ Salary offers and a range of profitable social benefits.
- ⚡ An understanding employer who cares about your well-being, for whom health and safety at work are priorities.

Do you think you have the requirements and want to be part of a dynamic team? Please send your resume to [careers@cmcinnis.com](mailto:careers@cmcinnis.com) to the attention of Julie Rebecq, Talent Acquisition Specialist, specifying the job offer for which you are applying.