



Job Description

We are seeking two Production associates to join our team! You will work with the production manager who oversees the activities of a team of production workers.

Responsibilities:

- work as part of the production and operation teams
- work on various production assignments as assigned by the production manager
- Produce orders for customers
- Inspect all materials and equipment to detect malfunctions and errors
- Adhere to all safety policies and procedures

Qualifications:

- Previous experience in production, logistics, operations, manufacturing, or other related fields
- Knowledge of production tools and equipment
- Strong teamwork qualities
- Excellent written and verbal communication skills
- Comfort with technology including custom software
- Experience with Microsoft Office, especially Excel
- Strong attention to detail, organization, and time management skills
- Graphic design and print media experience an asset
- Experience building and fixing mechanical, electrical, and hardware components an asset

Company Description

Postalgia is an innovative robotics company that uses proprietary technology to create handwritten cards and envelopes. The Company is located in Markham, Ontario, and can be found online at www.postalgia.ink.

Why Work Here?

Fast-paced, energetic startup environment. Room for growth.

800 Denison Street Unit 7, Markham, Ontario, L3R 5M9. Email adina@postalgia.ink with resume