



Quest Outreach Society is looking for the newest member of the Warehouse and Distribution Team. As Quest's Warehouse & Quality Assurance Associate, your role will be to assist that product is received, documented, and redistributed to each of our Markets within the Lower Mainland. If you're an organized and driven individual and carry a passion for food security, this is your job!

About Quest:

Quest Outreach Society exists to disrupt the cycle of poverty through access to healthy and affordable food. By bridging the gap between food banks and traditional grocery stores, Quest provides a grocery experience based on principles of dignity, access, and sustainability. Quest believes in a grocery model that simultaneously supports the community while reducing greenhouse gas emissions. A leader in redistribution, we work to actively redirect healthy, good food that would otherwise end up in the landfill and contribute to greenhouse gas emissions. Almost all of Quest's food is donated by local food partners from across British Columbia and delivered across our five Lower Mainland markets at a reduced cost to our client communities. Quest's five grocery markets are in Burnaby, Surrey, North Vancouver, East Vancouver, and the Downtown Eastside.

Key Responsibilities:

- Document and unpack vendor donations
- Record amount of inbound product received
- Inspect and record all best before, and expiration dates on all incoming product
- Inspect and remove all produce/product for viability before re-palletizing for distribution
- Assist in building pallets to send out to Grocery Market locations
- Ensure products are stored in a safe and efficient manner
- Ensure products are safely loaded and unloaded
- Remain compliant with all applicable security, health, and safety procedures



- Ability to lift heavy objects repeatedly - no heavier than 50 lbs.
- Engage in special projects as needed

Knowledge, Skills, and Abilities:

- Must be observant and detail oriented with an understanding of food products
- A team player with excellent interpersonal skills, good written and verbal communication skills
- Good decision making and analytical skills
- Good working knowledge of Microsoft Office Suite and Excel
- A willingness to learn new software programs
- Knowledge of LBOS and LPOS as an asset
- Excellent organizational and time management skills
- Good numerical skills

Training and Expertise:

- 2-4 years of experience as a Warehouse Associate
- Pallet Jack Certification ideal
- Food Safe Certificate Level 1 ideal
- Standard First Aid not necessary but considered an asset

To Apply:

Please include the following in an email with the subjecting heading: "QUEST Warehouse Associate/Quality Assurance" to Quest Director of Food Logistics, Janice Martin, at jmartin@questoutreach.org.



Please include:

- Your resume
- Two references (include name, contact information, their career role, and their connection to you)
- A brief description of why you are interested in working at Quest

Application deadline: June 30, 2022.

If there are any accommodations that we can provide to make our hiring process more accessible for you, or if you have any ideas for improving our hiring process, please reach out to us at hr@questoutreach.org directly. We would be happy to do our best to set you up for success.

We appreciate the effort of all applicants. Please note that only candidates selected for an initial interview will be contacted. Qualified candidates who submit their applications ahead of the deadline may be contacted sooner for an initial interview.

We recognize the importance of a diverse workforce and encourage applications from Indigenous people, women, LGBTQIA+ people, people of color, and people with disabilities.

Thank you for your interest in working at Quest!