



# JOB OFFERER

For nearly 30 years, **Groupe NEAS** has distinguished itself by contributing to the sustainable economic development of populations and communities in the Canadian North. The company provides specialized maritime services, relying on its fleet of vessels, a strong freight service offering, and a team of over 300 highly skilled professionals dedicated to customer satisfaction.

## Storekeeper

We are seeking an **experienced Storekeeper** to take full responsibility for the organization and day-to-day management of our parts and supplies warehouse supporting vessels and operational equipment.

The primary mission of this role is to **transform inventory management practices** to maximize technician efficiency, minimize stock shortages, and optimize procurement costs.

The Storekeeper will also be responsible for supplying both the warehouse and the **Bécancour operational site**, working closely with the garage team, the procurement team, and various collaborators at the NEAS Bécancour facility.

### Key Responsibilities

- Organize and optimize the warehouse (storage layout, labeling, classification, and parts rotation).
- Maintain and manage inventory using inventory management software.
- Receive, record, and issue parts to technicians.
- Conduct cycle counts and annual inventories; manage returns and non-conforming parts.
- Create and track purchase requisitions for the warehouse and the Bécancour site.
- Participate in continuous improvement initiatives related to supply chain and inventory processes.
- Strictly comply with Health, Safety, and Environmental (HSE) standards.
- Collaborate with operations and technical teams to respond to urgent requirements.

### Required Skills and Competencies

- Strong knowledge of inventory management and mechanical, hydraulic, and electrical parts.
- Proficiency with inventory and maintenance management systems.
- Strong organizational skills, autonomy, and ability to coordinate with multiple teams.
- Attention to detail, analytical mindset, and strict adherence to HSE standards.
- Excellent communication skills and a strong team-oriented approach.



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## Education and Experience

- Diploma or training in inventory management, logistics, industrial technology, or a related field.
- 3 to 5 years of relevant experience as a storekeeper or in a similar role, ideally in an industrial or maritime environment.
- Fluency in French; functional English is an asset.

## Working Conditions

- Full-time position based at the **Bécancour garage**, with occasional travel to operational sites or vessels.

## Why Join NEAS?

- A stimulating and collaborative work environment.
- Opportunities to contribute to process improvement and operational excellence.
- A direct impact on the operational performance of our fleet and facilities.

## How to Apply

Please send your resume and cover letter to [jobs@neas.ca](mailto:jobs@neas.ca), indicating “**Application Storekeeper**” in the subject line.