



## Ready for a career change? Let us help!

Our services are always free for job seekers.



ADMINISTRATION ACCOUNTING IT MARKETING SALES MANAGEMENT EXECUTIVE LIGHT INDUSTRIAL CALGARY 403.508.1000 WWW.ABOUTSTAFFING.COM

# Workers earn our thanks



This coming week is 'Canada for Staffing Week', which runs from June 3 to 9, with celebrations taking place all across our nation.

This week may not mean anything to those who have not worked for or been placed by a staffing agency in the past, but for the millions who have worked temporary job placements or work in the staffing industry, a note of appreciation is worthy!

Recruiters work long hours and have lengthy, difficult conversations most days. Communication and compassion are the top two traits needed to find the best workplace fits for candidates and their future employers. The words 'perfect' and 'ASAP' are excluded from the staffing industry vocabulary, as they have no meaning in our world, yet we still have the ability to achieve these expectations on a daily basis.

This business can be thankless and at times staffing professionals are not able to return messages and calls as quickly as clients or candidates would like, so they must prioritize their work and go above and beyond when necessary.

One of the greatest rewards for a recruiter is placing their top candidates in an assignment and watching their position grow from temporary into a permanent position.

One of the hardest aspects of the job, however, is acting as the middle man and letting candidates down because they are not good enough for the "perfect" job, or letting a client down because their expectations are too unreasonable to meet.

It is great to see so many patient and enthusiastic candidates representing their staffing agencies; we are proud to dedicate a week to them and our hardworking recruiters!

Canada for Staffing Week is recognized by our prime minister, our premiers across the country, the Association of Canadian Search, Employment and Staffing Services (ACCESS) member agencies, and praise is given to the temporary candidates who have been placed and have benefited from our expertise.

If you would like to learn more about the staffing industry check out [www.access.org](http://www.access.org), and if you would like to thank an agency that has helped you, this is the week to do it.

On behalf of all staffing organiza-

tions, I would like to thank the hard-working internal employees, and the exceptional temporary candidates who make the staffing industry one of the best to work in.

Sharlene Massie is the CEO of About Staffing Ltd., a dynamic personnel agency specializing

in direct-hire and temporary placements. Questions for Sharlene? Visit the About Staffing website at [www.aboutstaffing.com](http://www.aboutstaffing.com), and click on the link under the Sun logo. This article may be reproduced or transmitted if done so in its entirety, including this copyright line: Copyright 2012, by About Staffing Ltd., all rights reserved



## Directional Drillers MWD Field Technicians

Compass Directional Services Ltd. is a privately owned Canadian directional Drilling company providing leading edge technology and personnel

We are looking for Directional Drillers with a minimum of 2 years' experience as well as mid-level/senior MWD Field Technicians

We offer a very competitive salary and bonus structure as well as an excellent benefits plan

Please submit resume in confidence to:  
[opportunities@compassdirectional.com](mailto:opportunities@compassdirectional.com)  
Only successful applicants will be contacted.



## WAREHOUSE WORKERS

Beaulieu Canada, principal manufacturer of broadloom carpets and distributor of floor-covering products in Canada for more than 50 years and counting more than 600 employees is looking for *dynamic and motivated* persons to fill out positions within our *Calgary Warehouse*.

### Main responsibilities:

- To move, load and unload products from trucks and within the warehouse as needed using equipment (by forklift, by foot, by cart, or by manual pallet jack);
- Manually handle and prepare wood orders;
- Pick orders (wood and carpet);
- Accurately record all activities within our systems and maintain inventory accuracy;
- Operate the cut tables.

The selected employees will be trained to work in the different areas and be required to work upon request on a rotation basis. We need detail oriented and safety oriented employees with the ability to carry out instructions and mathematical processes. We need employees that can work efficiently in a team environment.

- Salary starts at \$17.50 / hour
- Salary increase after 6 months depending on experience and performance
- 40h / week
- Group insurance after 1 month (health / dental / life / disability)
- Pension plan after 6 months
- Personnel Assistant Program available
- 12 statutory holidays per year
- Safety shoes provided by Beaulieu Canada

Please forward your resume to:  
Beaulieu Canada  
Attention: Human Resources  
335 Roxton Street  
Acton Vale (Québec) J0H 1A0  
Fax: (450) 546-5031  
Email: [rh@beaulieucanada.ca](mailto:rh@beaulieucanada.ca)



## Document Control Administrator QUALITY CONTROL DEPARTMENT

Closing Date: Until suitable candidate is found

PROPAK Systems Ltd. is seeking a Document Control Administrator to join our Quality Control team at our Airdrie office. Propak Systems is an established leader in engineering, fabrication and construction of gas compression and processing facilities for the energy industry. Propak offers a competitive compensation and benefits package including opportunities to earn bonus, 3 weeks' vacation to start, company paid benefits plan and 16 float days per year. If you are a career oriented individual looking for opportunities for advancement this may be the position for you.

### Key Responsibilities:

- Producing Quality Control Documentation Manuals
- Compiling, filing and scanning large volumes of documentation
- Main Reception Coverage
- Administrative tasks as required

### Qualifications:

- Proficient use of Microsoft Word, Excel, Outlook
- Attention to details and able to prioritize tasks
- Able to multi task, maintain and meet strict deadlines
- Motivated team player with excellent communication skills
- Proven experience in an office environment

Applicants interested in joining Propak Systems may submit their resume in confidence to Cheryl Nixon by mail, E-Mail or Facsimile to the following location:

E-Mail: [trades@propaksystems.com](mailto:trades@propaksystems.com)  
Fax: 403-912-7002  
Mail: 440 East Lake Rd  
Airdrie, AB T4A 2J8  
Attention: Cheryl Nixon

We thank all applicants for their interest in PROPAK as an employer. However, only those selected for an interview will be contacted.



## PROJECT EXPEDITOR Materials and Documentation

Closing Date: Until suitable candidate is found

PROPAK Systems Ltd. is seeking a Project Expeditor to join our Procurement team at our Airdrie office, located 15 minutes north of the Calgary Airport. With over 30 years in the energy industry, Propak Systems Ltd. is an established leader in engineering, fabrication and construction of gas compression and processing facilities.

### Key Responsibilities:

- Contacting suppliers for production and delivery status of various materials
- Quoting, awarding and tracking incoming freight shipments
- Attending, preparing and presenting reports in project meetings
- Reporting directly to the client as required
- Compiling status reports
- Any other tasks or responsibilities as assigned

### Qualifications:

- Strong working knowledge of Microsoft Office Products & Microsoft Outlook
- Experience with Visual Manufacturing or similar ERP system is an asset
- Experience in a fabrication environment is preferred
- Must be able to work well independently, in a team environment, under pressure and meet numerous deadlines
- Must have excellent interpersonal, organizational and multi-tasking skills
- Must have 3 to 5 years experience as an expeditor

The successful candidate can expect an attractive remuneration and a supportive team environment. Qualified candidates are encouraged to apply for this fast paced, challenging and dynamic position by submitting their resume to:

Email: [purchasing@propaksystems.com](mailto:purchasing@propaksystems.com)

We thank all applicants for their interest in PROPAK as an employer. However, only those selected for an interview will be contacted.