



**Title:** Yard Manager

**Location:** 3735-8th Street Nisku, AB

At Star, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

### **Job Overview**

Reporting to the Operations Manager, as the **Yard Manager** you will oversee the daily activities of Distribution Yard, ensuring safe and efficient procedures. You also maintain adequate inventory in an organized manner and properly operated equipment.

Your day-to-day responsibilities will include:

- Hiring, supervising, developing and providing guidance to employees. Managing staffing, schedules and overtime hours.
- Maintaining a clean and safe work area with properly working equipment and safety devices. Performing regular hazard assessments and ensuring compliance with Qualico's Safety Program.
- Conducting weekly physical inventory counts and reconciling variances as necessary.
- Maintaining effective control and oversight of product flow and account of inventory through receiving, storage and shipping.
- Overseeing and documenting dispatch of deliveries. Ensuring all orders are fulfilled accurately and efficiently with excellent customer service to exceed customer expectations.
- Maintaining production equipment, trucks and forklifts in good working conditions. Coordinating preventative maintenance and repairs.
- Researching and suggesting best practices to store inventory as well as to improve programs and processes related to operations and logistics.
- Understanding established quality standards and performing quality checks, as required.
- Liaising with Sales team to clarify information and order concerns. Advising on the yard capacity to meet requirements.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- A creative thinker; you identify new ideas, techniques and opportunities to improve performance and productivity.
- A leader; you develop and improve the skills of others through effective coaching and guidance.
- A creative problem solver; you think outside the box for solutions without fear of failure.

### **Essential Requirements**

- High School Diploma, or equivalent.
- Minimum 3 years of warehouse management related experience.
- Valid driver's licence and access to a reliable vehicle.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office Programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint)
- Physically able to kneel and crouch as well as lift, carry, push or pull objects weighing up to 50 lbs.

## What We Value

- Creating trusting and successful working relationships.
- Setting clear, measurable and achievable goals.
- Cooperating with team members in an open, positive and respectful manner.
- Taking responsibility for the outcomes of decisions and actions.
- Staying current with technical job skills.

## Working Conditions

You primarily work on site during regular business hours. Work has exposure to noise from equipment/machinery and occupational hazards as well as dealing with inclement weather and dust. Overtime may occasionally be required.

## About Us

Star Building has a reputation as leading Roof Truss and Engineered Wood specialists within the industry, built on an innovative approach to design solutions.

With over 40 years of experience operating from a modern 22,000 square foot production facility supplying roof trusses, open web floor trusses and engineered wood products for use on residential, multi-family, commercial and agricultural buildings. To learn more, click [here](#).

*Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.*

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

**Closing Date:** September 22, 2025

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