

# FINDING

# Work at ...

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Attracting  
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## MODULINE INDUSTRIES LTD.

### Company Background

Moduline Industries Ltd. is a manufacturer of modular homes. Each home is factory built to customer specifications. Homes are thoroughly inspected to meet the company's high standards of quality. They are then sent to customers across Western Canada.

Moduline uses an assembly line process that involves 11 stations. The company makes 2.5 homes per day on average. A quality control process is in place to maintain high production standards.

The company employs approximately 225 people. There are 185 production line workers and 40 office staff.

### Types & Nature of Work

The production assembly work is physical and fast-paced. Employees are on their feet most of the day handling a variety of materials.

The types of positions in the production area include:

- General labourers (can be trained for many different types of work below).
- Drywallers.
- Framers.
- Plumbers.
- Electricians.
- Roofers.
- Siders.
- Finishers.
- Painters.
- Welders.
- Material handlers (shipping & receiving).
- Lead crew hands.
- Foremen.
- General Foreman.
- Production Manager.

Entry level positions can include general labourers that would be trained in specific areas.

The office and administration area includes the following types of jobs:

- Drafts people.
- Accounting and payroll staff.
- Sales staff.
- Administrative assistants in different areas.
- Receptionist.

Moduline also has a service department which includes:

- Field technicians.
- Service staff.
- Administrative assistant.



### Ideal Candidate Qualifications

- Ability to think on their own.
- Positive, respectful attitude.
- Flexible and willing to learn.
- Strong communication skills.
- Understanding of English preferred.
- Minimum age of 18 years old.
- Related experience in a construction area preferred.
- Related manufacturing experience an asset.
- Reliable and on-time.
- Willing to work as part of a team.

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### **Ideal Candidate (cont'd)**

- Have own transportation to the plant.
- Have own CSA safety footwear and basic work clothes (additional safety equipment provided by company).



### **Training Opportunities**

Moduline provides on-the-job training in all aspects of the assembly process. Training is station-specific and hands-on. It is provided by experienced and qualified pool workers or lead hands.

Health and safety training is provided in:

- Basic health & safety.
- Introduction & orientation to work.
- WHMIS.
- First Aid.
- Forklift.

Advancement in the company is generally based on length of employment, training, and experience.

### **Hours, Pay, Benefits**

Work is full-time and year-round. Shift work is not currently required. Regular hours are from 7:00 a.m. – 3:30 p.m. Monday to Friday.

Regular overtime is also available. Overtime hours are from 5:00 a.m. - 7:00 a.m. and 3:30 – 5:30 p.m.

Hard hats, hearing protection, and safety eye glasses are provided by the company.

Current pay rates will be discussed with applicants at the time of their application.

A benefits package is provided for all full-time employees. New employees must successfully complete a three-month probationary period to qualify for benefits.

### **How to Apply**

Moduline accepts both company applications and resumes. Application forms and job listings are available at their website ([www.moduline.ca](http://www.moduline.ca)).

Applications can be delivered:

- In person.
- Mail
- Fax
- Email

The company prefers to have an application form and a resume.

Moduline keeps a pool of resumes on file. They advertise locally for positions. The hiring process involves an initial interview and tour of the plant. Successful candidates are selected following the interview process.

### **Contact Information**

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