



Full-Time | Permanent | \$18.25 to start

Location: The Stir @ 185 Royal Avenue, Kamloops

About Authentic Indigenous Seafood

Authentic Indigenous Seafood (AIS) is an Indigenous-owned cooperative dedicated to creating stronger, more sustainable fisheries and seafood businesses throughout British Columbia.

Working in partnership with Indigenous Nations and community-owned fisheries, we help move premium, sustainably harvested seafood from the dock to customers through production, processing, warehousing, sales, and distribution. Our work supports local economies, creates employment opportunities, and builds long-term value within Indigenous communities.

Based in Kamloops, our warehouse plays a key role in receiving, storing, preparing, and shipping products to customers across the province. As our business continues to grow, we're looking for team members who enjoy building efficient systems, solving problems, and contributing to a collaborative, purpose-driven organization.

Joining AIS means becoming part of a growing Indigenous enterprise where your work has a direct impact on communities, businesses, and the future of Indigenous fisheries. We offer meaningful work, opportunities to grow with the organization, and the chance to help build systems that support long-term success. Indigenous candidates are strongly encouraged to apply and to self-identify in their application. The position will remain open until filled.

Role Purpose

The Warehouse & Fulfillment Associate supports the day-to-day movement of products through the warehouse, from receiving and storage through order picking, packing and shipment.

The role requires accuracy, reliability and strong organization, with a focus on ensuring products are handled correctly, orders are completed accurately, and the warehouse remains clean, safe and efficient.

The Warehouse & Fulfillment Associate works under the direction of the Warehouse & Logistics Lead and contributes to maintaining accurate inventory and smooth daily warehouse operations.

Core Responsibilities

Receiving & Storage

- Receive and unload incoming shipments.
- Inspect incoming products for damage, shortages or discrepancies.
- Confirm products are labelled correctly and stored in their assigned locations.
- Report receiving discrepancies or damaged products to the Warehouse & Logistics Lead.
- Assist with maintaining an organized and efficient warehouse layout.



Inventory Support

- Organize products in assigned storage locations.
- Maintain clear and accurate product labelling.
- Rotate stock as required.
- Assist with cycle counts and physical inventory counts.
- Identify and report low stock, damaged products or inventory discrepancies.
- Support accurate inventory records by ensuring physical product movement is handled and recorded appropriately.

Order Fulfillment & Shipping

- Pick customer orders accurately and efficiently.
- Verify products and quantities against order documentation.
- Pack products according to established packaging and shipping requirements.
- Prepare orders for courier, customer pickup or delivery.
- Apply appropriate labels and shipping documentation.
- Complete final checks before orders leave the warehouse.
- Report order discrepancies or fulfillment issues promptly.

Warehouse Organization & Maintenance

- Maintain clean, organized picking, packing and storage areas.
- Return products, tools and equipment to their appropriate locations.
- Assist with maintaining an efficient warehouse layout.
- Identify damaged, outdated or incorrectly stored products.
- Participate in regular warehouse cleaning and organization.

Safety & Equipment

- Follow all workplace safety, food-handling and PPE requirements.
- Safely operate warehouse equipment for which training or certification has been provided.
- Conduct basic pre-use equipment checks as required.
- Report equipment problems, hazards or unsafe conditions immediately.
- Maintain safe access to aisles, exits, freezers and work areas.

Qualifications & Requirements

- Valid Class 5 driver's license.
- Forklift experience or certification is an asset
- Comfortable using computers and learning inventory, shipping and warehouse systems.



- Able to perform physical warehouse work, including lifting and moving products.
- Comfortable working in refrigerated and freezer environments.
- Strong attention to detail and accuracy.
- Dependable and able to complete assigned work independently.
- Good communication and teamwork skills.
- Previous warehouse, shipping, receiving, inventory or fulfillment experience is an asset.

The successful candidate is someone who:

- Takes ownership of their work.
- Notices when something needs attention.
- Enjoys keeping things organized.
- Communicates clearly and respectfully.
- Can balance multiple priorities without losing track of the details.
- Works well independently while contributing to a collaborative team.

Please submit your application to Daphane Nelson, daphanen@indigenouseafood.ca