



# MONARCH INDUSTRIES

**Monarch Industries** is a leading North American manufacturer and supplier of hydraulic cylinders, utility mixers and custom castings to the industrial, agricultural and retail markets.

We are a progressive Canadian manufacturing company offering a competitive compensation package in a team environment.

**Monarch Industries Ltd. is pleased to advertise the following employment opportunities:**

**WINKLER, MANITOBA**

**[Production Workers](#)**

**[Industrial Electrician](#)**

**[Industrial Mechanic](#)**

To apply for any of these positions, please [indicate job post number](#) and contact Human Resources at:

**Monarch Industries Ltd.**  
280 Monarch Drive  
Winkler, MB R6W 4B2  
[hrf@monarchindustries.com](mailto:hrf@monarchindustries.com)





# MONARCH INDUSTRIES

## EMPLOYMENT OPPORTUNITY

### Production Workers (job post # 061410hrf)

**\$12.81 to \$15.82 Hourly for 40 hours per week (as per collective agreement)  
Full Benefit Package**

#### **Essential Responsibilities and Duties:**

- Assist in the creation of original equipment for agricultural and industrial manufacturers
- Read, understand, comply with, and train others on workplace health and safety policies, safe work practices, and procedures
- Read and interpret work instruction
- Transport raw materials and finished products manually or using hoists and other devices
- Clean work areas and equipment
- Operate machinery to cut, grind, or chip excess metal using hand tools and power tools

#### **Experience:**

- Ability to read blue prints and bill of materials an asset
- Experience with hand and power tools an asset
- Forklift experience an asset

#### **Personal Attributes:**

- Mechanically inclined
- Manual dexterity
- Attention to detail
- Ability to stand for long periods of time or in confined spaces
- Ability to speak, read and write English an asset
- Adherence to safety rules and regulations
- Availability and readiness to work any assigned work shifts

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## EMPLOYMENT OPPORTUNITY

### Administrative Assistant (job post# 07142010hrf)

#### Essential Responsibilities and Duties:

- Reception duties such as answering phones, greeting and directing visitors, and switchboard operation
- Data entry duties such as entering receiving, purchasing, and maintenance logs
- Collecting, sorting, sending of mail
- Other duties as assigned

#### Education Required:

- Completion of Grade 12
- Administrative certification / education an asset

#### Experience:

- 1 – 2 years experience in Reception or Administration an asset

#### Personal Attributes:

- Ability to work independently without direct supervision
- Positive attitude
- Attention to detail
- Excellent written and verbal communication skills
- Interpersonal skills
- Above average computer skills and familiarity with Microsoft Office

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# MONARCH INDUSTRIES

## EMPLOYMENT OPPORTUNITY

### **Industrial Electrician** (job post # 072010hrf)

**\$21.49 to \$28.00 Hourly for 40 hours per week (as per collective agreement)  
Full Benefit Package**

#### **Essential Responsibilities and Duties:**

- Read and interpret drawings, blueprints, schematics and electrical code specifications to determine layout of industrial electrical equipment installations
- Install, examine, replace or repair electrical wiring, receptacles, switch boxes, conduits, feeders, fiber-optic and coaxial cable assemblies, lighting fixtures and other electrical components
- Test electrical and electronic equipment and components for continuity, current, voltage and resistance
- Maintain, repair, install and test switchgear, transformers, switchboard meters, regulators and reactors
- Maintain, repair, test and install electrical motors, generators, alternators, industrial storage batteries and hydraulic and pneumatic electrical control systems
- Troubleshoot, maintain and repair industrial, electrical and electronic control systems and other related devices
- Conduct preventive maintenance programs and keep maintenance records
- May install, maintain and calibrate industrial instrumentation and related devices

#### **Experience:**

- Inter-Provincial (Red Seal) Trade Certification, **or**
- 3<sup>rd</sup> or 4<sup>th</sup> year of an Industrial Electrician apprenticeship program, **or**
- Combination of over 5 years work experience and industry courses in industrial electrical equipment

#### **Personal Attributes:**

- Mechanically inclined
- Keeps up to date with electrical technology
- Manual dexterity
- Attention to detail
- Ability to distinguish between colors
- Ability to stand for long periods of time, work at heights, or in confined stances
- Ability to speak, read and write English
- Adherence to safety rules and regulations
- Outstanding communication skills required, including both written and verbal.
- Exceptional interpersonal skills with the proven ability to build credibility and strong partnerships at all levels.
- Availability and readiness to work any assigned work shifts

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# MONARCH INDUSTRIES

## EMPLOYMENT OPPORTUNITY

### **Industrial Mechanic** (job post #072010hrf)

**\$21.49 to \$25.00 Hourly for 40 hours per week (as per collective agreement)  
Full Benefit Package**

#### **Essential Responsibilities and Duties:**

- Diagnose malfunctions and conduct repairs
- Repair and maintain hydraulic, pneumatic, and other special systems
- Examine and adjust equipment
- Install, test, and remove conveyors, drive units, heating and ventilation equipment, pumps, compressors, and prime movers

#### **Experience:**

- Machinery clutches and brake repairs, bearings and seals
- Hydraulic systems, compressors, and pumps
- Preventative and predictive maintenance
- Machining and fasteners, welding
- Machinery and electrical motor installation, removal, maintenance
- Rigs and hoists
- Pneumatics, tanks, and containers
- Fabrication, modification, and overhaul of equipment
- Calibration and analysis

#### **Required Education**

- Inter-provincial Red Seal (Millwright), **or**
- A combination of over five years' work experience in the trade and some high school, college, **or**
- Industry courses in industrial machinery repair and a combination of work experience

#### **Personal Attributes**

- Mechanically inclined
- Problem solving skills
- Highly motivated, willing to work
- Detail oriented, well organized
- Outstanding communication skills required, including both written and verbal
- Strong work ethic
- Enjoy repairing machinery
- Able to handle heavy work
- Enthusiastically support company initiatives
- Ability to speak, read and write English
- Availability and readiness to work any assigned work shifts

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