

# Help Wanted Advertising

Week of June 18, 2025



Lake Country Cabinets is seeking the following positions in Annandale.

• **Cabinet Maker** (full time)

Experience not required. We are willing to train the right individual.

Stop by Lake Country Cabinets & Trim at 325 West Commercial Drive in Annandale, or contact Dave at [dave@lakecountrycabinets.com](mailto:dave@lakecountrycabinets.com) or 320-980-6911.

## FIND YOUR PERFECT EMPLOYEE! PLACE A HELP WANTED AD TODAY!



**Advocate**

[ads@annandaleadvocate.com](mailto:ads@annandaleadvocate.com)  
73 Oak Ave. S,  
Annandale, MN 55302

**The Maple Lake  
MESSENGER**

office@  
[maplelakemessenger.com](mailto:maplelakemessenger.com)  
218 Division St. W,  
Maple Lake, MN 55358

## Hiring for Multiple Positions at Malco Tools Inc.

**We are looking for new talent to join our Malco team! We are currently hiring for the following positions:**

**Assembler – First and Second Shift • Shipping • CNC Operator/Machine Tool Assembly**

### ASSEMBLY

**Key Responsibilities**

- Assemble tools following respective procedures and engineering drawings. Ensure highest quality standards by inspecting items produced against quality customer and company specifications. Package according to standard or specific customer requirements. Initiate quality review process on nonconforming components.
- Train others according to assembly, department, and company procedures.
- Conduct preventive maintenance, troubleshooting of machines and equipment, general housekeeping
- Initiate process improvement suggestions
- Inventory Cycle Counts
- Complete computer transactions in the manufacturing software. Transactions include MRO item moves to initiate repurchasing of shop supplies, transaction history to ensure quality standards are met, job completions, cycle counts, inventory moves. Occasionally create and print Word documents for identifying components.

**Qualifications**

High school diploma or GED. 3 months of related experience preferred. First shift hours are Monday – Thursday 6:45AM – 4:00 PM, Friday 7:00AM – Noon. Second shift hours are Monday – Thursday 4:00PM – 12:30AM, Friday Noon – 6:00PM

### SHIPPER

**Key Responsibilities**

- Pick customer sales orders and palletize large items (orders) as needed. Ensure accuracy in what items are picked and quantities.
- Pack customer orders for shipment. Choose lowest cost mode of transportation and package in boxes or palletize to ensure the quality of the order is maintained through shipment. Use handheld scanner to verify correct product is shipped. Ensure accurate quantities and perform general inspection of tools during process. Enter shipment info into shipping software and manufacturing software to process orders.
- Load small parcel trailers with packages. Quote LTL freight to determine lowest cost preferred carrier and schedule shipment. Enter freight dimensions and order info into manufacturing software and manufacturing software to close out shipments.
- Replenish packaging material and re-label product as needed to fulfill sales orders. Cycle count inventory and enter corrections to inventory into manufacturing software, issue necessary shipping supplies to department. Clean, re-arrange department, and make process/department improvements.

**Qualifications**

High school diploma or GED. Three months related experience. Standing/walking 95+ percent of the time on a hard surface. Occasional lifting of 25-50 lbs./Frequent lifting of 10-24 lbs.

### CNC OPERATOR/MACHINE TOOL

**Key Responsibilities**

- Set up, run, and tear down CNC (e.g., Bergers, lasers, mills) and non-CNC machines (e.g./ drill presses, sanders) troubleshooting to ensure parts meet specifications.
- Read engineering drawings and use inspection tools to ensure parts meet specifications.
- Maintain a safe work environment by applying JHA practices and adhering to Malco's culture (Traction-EOS).
- Perform computer transactions in Oracle, Word, and Excel to keep inventory accurate and adjust weekly dispatch schedules.
- Train and mentor associates, collaborating with team members to improve department efficiency.

**Qualifications**

- High school diploma or GED.
- 1-2 years of related manufacturing experience and/or a Degree in Precision Machining.
- Basic knowledge of math, reading, PC operations, and MRP related to the job.
- Understanding of general work practices, department policies, and inspection procedures.
- Ability to lift up to 50 pounds and follow safety protocols.

**Preferred Attributes**

- Strong problem-solving and troubleshooting skills for CNC setups.
- Effective communication and good listening skills for teamwork and training.
- Self-motivated with a willingness to learn and improve processes.

**To see full job descriptions and wage ranges please go to [www.malcotools.com](http://www.malcotools.com) and click on Company – Careers at Malco Tools**

Our facility is located in the “Heart of the Lakes”, which is known for its abundance of lakes, great shopping/dining opportunities, top rated schools, and a strong sense of community amongst area residents! We are only 23 miles west of Buffalo and 23 miles south of St. Cloud.

*We offer metro area comparable wages and a flexible benefits program where you can pick and choose many options in our plan. EOE*



**Work. Perform. Outlast.**

14080 State Hwy. 55 NW  
Annandale, MN 55302  
**320-274-8246**