



<b>POSTING TITLE: International Account Specialist</b>	
<b>REPORTS TO: Supervisor, Customer Service</b>	
<b>DEPARTMENT: Supply Chain</b>	
<b>LOCATION: Milwaukee, WI or Carlstadt, NJ</b>	
<b>LINK TO APPLY: <a href="https://saputo.wd5.myworkdayjobs.com/Saputo_External_Careers/job/Carlstadt-NJ/Co-Management-Specialist_JR25227">https://saputo.wd5.myworkdayjobs.com/Saputo_External_Careers/job/Carlstadt-NJ/Co-Management-Specialist_JR25227</a></b>	
<b>JOB DESCRIPTION</b> <p>At Saputo, we make contributions that matter every day. We're a growing team of dedicated and passionate people around the world with a longstanding history of excellence. Each of our employees bring their best every day and together we create high-quality products our customers and consumers enjoy. To learn more visit us at <a href="http://www.saputo.com/careers">http://www.saputo.com/careers</a></p> <p><b>How You Will Make Contributions That Matter</b></p> <ul style="list-style-type: none"><li>• Create customer orders, validate of pricing, weight, market, and ship schedule.</li><li>• Process letters of credit and payment confirmation receipts.</li><li>• Partner with third party vendors and systems to create, update and submit required customer data.</li><li>• Process US Dept. Homeland Security (AES) filings and Certificates of Insurance when applicable.</li><li>• Monitor order status and material availability with 3PLs, Plant, Production and Sales.</li><li>• Prepare export documentation, manage deadlines and tracking customer receipt of product.</li><li>• Communicate with logistic teams, freight forwarders and marine transportation companies.</li><li>• Prepare internal and external customer correspondence (email, memo, documents, etc.)</li><li>• Minimize or eliminating negative impacts to the customer.</li></ul>	
<b>You Are Best Suited for The Role If You....</b> <ul style="list-style-type: none"><li>• Have 1-3 years of experience in supply chain customer service/account specialist position.</li><li>• Have experience in supply chain operations, inventory or forecasting in the Food and Consumer Goods industry (preferred).</li><li>• Have experience with SAP (preferred).</li><li>• Enjoy a fast-paced, ever changing, problem-solving environment.</li><li>• Are exceptionally detail oriented with a natural penchant for critical thinking.</li><li>• Some travel required.</li></ul> <p><b>We Support and Care for Our Employees by Providing Them With...</b></p> <ul style="list-style-type: none"><li>• Development opportunities that enhance you career fulfillment.</li><li>• Meaningful compensation &amp; benefits that help you care for your family.</li><li>• Opportunities to contribute to your community and enhance the lives of others through Saputo products.</li></ul>	
<b>EQUAL EMPLOYMENT OPPORTUNITY</b> <ul style="list-style-type: none"><li>• Saputo Cheese USA Inc. and Saputo Dairy Foods USA, LLC endeavors to make CareersUSA.Saputo.com accessible to any and all users. If you would like to contact us regarding the accessibility of our website or need assistance completing the application process, please contact Human Resources at 214-863-2300 or <a href="mailto:sampleexample@Saputo.com">sampleexample@Saputo.com</a>. This contact information is for accommodation requests only and cannot be used to inquire about the status of applications. Saputo Cheese USA Inc. and Saputo Dairy Foods USA, LLC are equal opportunity employers. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status. If you'd like more information on your EEO rights under law, please visit <a href="http://www.EEOC.gov">www.EEOC.gov</a>.</li></ul>	
<b>DATE POSTED: MO/DAY/YEAR</b>	<b>APPLICATION DEADLINE: MO/DAY/YEAR</b>