

November 26, 2024

## **OPEN POSITION: Shipping/Secondary Team Leader - Marshalltown**

**Deadline to Apply: 12/11/2024**

### JOB SUMMARY

This is a position of leadership in, not only the Shipping Department, but also the Secondary Operations Department. This job requires the person to oversee and assign work to the Shipping and Secondary Departments. The team would include the Shipping Clerks levels A, B, & C. and also Secondary Operations Levels A, B and C. These assignments would be, to perform any additional work on production parts, also the packaging, weigh counting, and shipping of production parts. To perform this job successfully, an individual must have a solid understanding of what is required to ready parts for shipment. To have an advanced understanding of Bruin's computer software. To perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and ability required.

### SKILLS

Ability to lead, train, mentor, motivate, direct and empower team members. Detail orientated, ability to work effectively across departmental teams, resourceful, excellent planning and organizational skills. The ability to develop personnel to support present and future operations.

### PREFERRED SKILLS

Experience with shipping via FedEx, UPS, DHL, and other common carriers.  
Experience in international shipping.

### EDUCATIONAL DEVELOPMENT

High school diploma/GED preferred  
Either currently have or ability to attain forklift certification required

Resumes should be emailed to [reeba@bruinmfg.com](mailto:reeba@bruinmfg.com) or sent to:

Bruin Mfg. Co.  
Attn: HR  
PO Box 578  
Marshalltown, IA 50158

Bruin Manufacturing provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.