



## JOB OPENING – Shipping Manager

Walsh Door & Security is seeking a Shipping Manager to be a part of the team at our Des Moines location. We specialize in commercial doors, frames, hardware, cameras, and access control systems for projects throughout Iowa and the surrounding states. If you have a desire to work for a 150+ year old Midwest-based company and enjoy working in a fast-paced environment, this is a great opportunity! Walsh Door & Security is a growing company with 105+ Employees and this opportunity is a full-time position.

### Primary Responsibilities:

- Make sure all material is shipped out in a timely manner that meets or exceeds customer expectations.
- Coordinate outbound logistics deliveries in a cost effective and efficient manner. This includes pooling together deliveries to the same geographic area and coordinating with customers and sales team.
- Call customers to coordinate will call and outbound deliveries of doors, frames, and hardware.
- Stage outbound shipments and verify accuracy with picking ticket.
- Quality control for sales order jobs – ensure outgoing material is correct by verifying fire labels, anchors, handing, and proper quantity of hardware is on picking slip.
- Obtain multiple quotes for LTL outbound shipments. Compare LTL crating and shipping costs to internal delivery costs and determine the most efficient shipping method.
- This position is primarily an office position, with occasional warehouse duties as needed. Forklift certification may be necessary and can be provided by the company.

### Job Requirements:

- The successful candidate for the Shipping Manager will have a degree in logistics/supply chain management or work experience in logistics, transportation management, shipping management, etc.
- Proficient in Microsoft Office applications – specifically Excel and Outlook.
- Individual must be committed to excellence in organization and communication.
- Must be extremely dependable with an exceptional work ethic.
- Must be flexible and react constructively with a positive attitude to multiple demands, shifting priorities, and unexpected events.
- Professional ethics, tact, and courtesy when dealing with customers and employees.
- Determine opportunities to improve safety, quality and service within their department.
- Must be able to pass drug test and security background check.

### Benefits:

- Health Insurance – Highly competitive, quality health insurance for single- or family-coverage options available with full-time positions. Company pays majority of premium.
- 401k Savings Plan – Company contributes up to 4% of wages.
- Life Insurance – 100% company paid \$50,000 life insurance policy.
- Short Term Disability – 100% company paid policy.
- Long Term Disability – 100% company paid policy.
- Holiday – 7 paid holidays.
- Vacation – Personal Time Off program starting on hire date.
- Dental Insurance – Delta Dental of Iowa.

To apply or for more information about our company, go to [www.WalshDoor.com](http://www.WalshDoor.com).

Walsh Door & Security is an Equal Opportunity Employer.

#### DES MOINES

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#### IOWA CITY

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SERVICE & SOLUTIONS