



Weiss Technik North America  
Cincinnati Facility  
12011 Mosteller Road  
Cincinnati, Ohio 45241-1528

Tel 513-326-5252  
Fax 513-326-5258  
www.cszproducts.com

## Manager of Logistics & Transportation

### About Us:

Weiss Technik North America, Inc. a Global provider of Environmental Test Chambers is in need of DYNAMIC talent to join our Cincinnati Facility in Sharonville, Ohio!

### Job Description:

Develop and maintain cost efficient transportation and distribution management programs which maximize delivery efficiency, minimize cost, and are consistent with customer delivery requirements.

### Essential Duties and Responsibilities:

1. Responsibilities to include the following: Incoming receiving, warehousing, movement of materials needed for manufacturing requirements, handling of non-conforming materials and shipping operations.
2. Monitors all computer data entry as it pertains to maintaining inventory integrity.
3. Training and management of all warehouse and Material Handling personnel.
4. Management of cycle counting program for all warehouse locations.
5. Management of the physical layout of all stocking locations.
6. Manage security and maintenance of the equipment and fixtures used in all of the storage locations.
7. Monitoring of overstock and shortage situations and communication with Purchasing, Production Planning and the Production Manager to avoid unnecessary overstock or shortage situations.
8. Quality Review Board Member and process owner for Material Handling, Storage and Preservation, as it pertains to ensuring compliance

Evaluation criteria: Inventory Variances in warehouses, process/cost improvements, employee development.

Ensure compliance to CSZ's quality policy, quality systems regulations, cGMPs and other applicable quality system standards and regulations throughout the organization.

Communicate the importance of compliance with respect to device safety and efficacy, ramification of non-compliance, general safety rules, manufacturing procedures, company policies and applicable procedures, ISO, QSR and other regulations to direct reports. Additionally, communicate the employees' role in achieving CSZ's quality objectives and goals and CSZ's commitment to compliance. Adhere to applicable safety rules, manufacturing procedures, company policies and applicable procedures, ISO, QSR and other regulations. The Job Title listed empowers the Incumbent with the authority to execute all duties and responsibility listed below. In the event of a conflict of authority, the Incumbent shall elevate to direct supervisor for resolution.

#### OBJECTIVE:

To develop and maintain cost efficient transportation and distribution management programs which maximize delivery efficiency, minimize cost, and are consistent with customer delivery requirements.

#### RESPONSIBILITIES:

- Negotiate rates for all modes of transport
- Establish tariff publications for all inbound, outbound & 3rd party shipments



Weiss Technik North America  
Cincinnati Facility  
12011 Mosteller Road  
Cincinnati, Ohio 45241-1528

Tel 513-326-5252  
Fax 513-326-5258  
[www.cszproducts.com](http://www.cszproducts.com)

- Provide shipping quotes for sales bids
- Provide carrier routing selection
- Coordinate and schedule shipments
- Provide Shipment Packaging (including crating) and marking guidelines.
- Ensure shipment compliance with federal and state regulations.
- Establish procedures to prevent damage
- Create export documents
- Manage all imports and exports
- Process and follow up on letters of credit
- Select appropriate transportation equipment (i.e. flatbed, drop-decks, enclosed vans, etc.)
- Expedite shipments as necessary
- Process and follow-up on freight claims
- Provide third party logistics support.
- Select and support outside warehousing operations where applicable
- Audit and provide account codes for freight bills
- Participate in budget preparation
- Ensure ISO standards compliance
- Provide employee training relating to domestic and international trade; hazardous material handling
- Provide employee guidance (direct reports)
- Insure employee compliance with established company practices and procedures.
- Interact with other departments to achieve company goals and objectives
- Accept other assignments from company executive management as required

#### DOCUMENTATION & SYSTEMS

- Responsible for proper completion of transportation documents including shippers letter of instruction, commercial invoices, bills of lading, certificates of origin, and regulatory compliance forms
- Provide training or instruction in area of transportation documentation
- Develop transportation related metrics
- Review carrier performance report cards
- Provide transportation cost analysis to identify areas of improvement

Ensure compliance to CSZ's quality policy, quality systems regulations, cGMPs and other applicable quality system standards and regulations throughout the organization.

Communicate the importance of compliance with respect to device safety and efficacy, ramification of non-compliance, general safety rules, manufacturing procedures, company policies and applicable procedures, ISO, QSR and additional regulations to direct reports. Additionally, communicate the employees' role in achieving CSZ's quality objectives and goals and CSZ's commitment to compliance. Adhere to applicable safety rules, manufacturing procedures, company policies and applicable procedures, ISO, QSR and other regulations.

### Required Skills:

Read/Comprehend, Write, Perform Calculations, Communicate Orally, Reason / Analyze

### Work Experience/ Competency Requirements:

>5 yrs. Experience  
Supervisor Experience



Weiss Technik North America  
Cincinnati Facility  
12011 Mosteller Road  
Cincinnati, Ohio 45241-1528

Tel 513-326-5252  
Fax 513-326-5258  
[www.cszproducts.com](http://www.cszproducts.com)

## Job/ Education Requirements:

Bachelor's of Arts

CSZ offers an excellent benefits package including medical& dental insurance, and 401k w/ match.

An Equal Opportunity Employer M/F/D/V

Please send resume with salary history to:

Cincinnati Sub-Zero Products  
HR Dept.  
12011 Mosteller Road  
Cincinnati, Ohio 45241-1528  
Email: [Vicki.Sohan@weiss-technik.com](mailto:Vicki.Sohan@weiss-technik.com)