



IMPORT INTERN (Customs Brokerage)

Baltimore, MD 21230 *Locust Point*

We hire local students every semester! Shapiro seeks students with interest in the operations side of international trade and logistics.

Starting rate: \$10.00 an hour for 20-29 hours per week during the summer. Our office is near Locust Point and Federal Hill. Our normal business hours 8 AM – 5 PM, Mon-Friday. Parking is free!

Shapiro turned 102-years old but we're not your grandfather's logistics company. Join one of the most respected customs brokers & global logistics firms in the country who boasts top compliance experts, creative import/export specialists, and a dynamic IT department who keeps us ahead of the curve.

Import Customs Intern: Customs brokers are the middle party between US Customs and importers. You'll support entry analysts and get exposure to other government agencies such as FDA, USDA, and Enforcement Teams.

This internship will put you light years ahead of your classmates in understanding where logistics fits into the global world of business. We seek students with previous internships or interest in international logistics to intern. Prefer International Business majors, Supply Chain, and/or logistics focus.

Work is approximately 70% daily operations + 30% administrative support. This is not a project-based internship, but a highly active and engaging job that will require you to track cargo, plus scan & upload sensitive information from customers, international vendors and foreign agents. Large amounts of data management and entry requiring attention to detail and focus

DUTIES AND RESPONSIBILITIES

Duties include learning and monitoring of: Importer Security Filing (ISF) 10+2 Entries on cargo destined for the US, tracking and tracing of import / export cargo, and handling documentation management for high-profile customers including receiving original international documents, scanning, uploading and updating into our proprietary software.

Plus: verifying critical shipment info; vendor payables, supporting department, filing, scanning of Customs documents, organizing, and support functions. Must be/have:

- Reliable. Punctual. Organized.
- Excellent written and verbal communication skills.
- Discipline to implement and follow Standard Operating Procedures.
- Team player able to build trust and prove dependability.

- Very strong computer/tech skills (Excel, Office, Databases).
- Critical thinker.

EDUCATION, EXPERIENCE, & ABILITIES

- Previous logistics, brokerage, or forwarding internships. 0-1 years of multi-modal, logistics, or international freight forwarding experience. Exposure to domestic, warehousing and distribution a plus.
- Educational background in Supply Chain Logistics or International Business.
- Excellent written and verbal communication skills required for quoting, vendor management, and customer interaction.
- Skills, abilities, and aptitude to be cross-trained, step in, and contribute.
- Proven ability to interact with all individuals within the organization and be able to communicate information to customers and vendors.
- The ability to work as an effective member of a team.
- Ability to handle various tasks simultaneously under high pressure and within demanding time constraints.
- Reliable. Punctual. Organized.
- Discipline to implement and follow Standard Operating Procedures.

FLSA status: Non-exempt/EOE

ABOUT SHAPIRO

Samuel Shapiro & Company, Inc., a third generation family-owned business founded in 1915, provides creative and flexible logistics services. With six offices, over 140 employees, and worldwide strategic alliances, Shapiro is the supply chain partner that delivers customized, compliant, and reliable solutions to address its customer's specific import and export needs. Only Shapiro has an experienced and personable staff that truly cares and commits themselves to proactively achieving its customers' business goals.

CONTACT US!

Please send all resumes via email to:

Rich Lucas, Recruiting Manager / rich@shapiro.com
215.923.4870 ext. 0507