

Domestic Procurement Specialist

(TRUCKING – CUSTOMS BROKERAGE & FORWARDING)

Baltimore, MD 21230 (Locust Point, McHenry Row)

“Demurrage, detention, high rates, and chassis, oh my!”

At Shapiro, our **Domestic Procurement Specialist** is responsible for evaluating and improving the company’s domestic operations position. Shapiro’s DPS will also serve as the elevation contact for domestic customers, as well as a primary resource for both the selection of domestic (trucking) vendors and program design focused heavily on pricing, relationships, and leverage.

In a world facing new challenges, a nimble but steady ride **over the road** is more important than ever. Is there a seat for you? Want a career, not a job?

Our headquarters was named a Best Place to Work (again) and Shapiro is not your grandpa’s shipping company. We have a track record of transparency, developing employees, and investing in our environment like office space and now...work-from-home technology.

In a modern era where expertise is often devalued, Shapiro stands strong at 105-years old. We’re so compliant that US Customs learns from us!

JOB DESCRIPTION

Responsibilities include:

- Regularly evaluate operational business needs and adjust carrier strategy to support the company’s volume requirements; provide evaluation to management.
- Ensure that Shapiro has critical mass of potential vendors covering logical markets for us with truckers that meet our compliance standards.
- Link rate and service data between trucking partners and our Pricing and Domestic operations.
- Regularly evaluate carrier base to ensure that there is an adequate selection of fully vetted, reputable, competitively priced, carriers with whom Shapiro can be successful available in our Domestic Directory.
- Manage quote to routing comparison and make actionable recommendations as needed to ensure that vendor quote selection and routing selection are aligned.
- Ensure competitive rates with approved vendors are available to our ops departments; Ensure carrier capacity aligns with these elements.
- In conjunction with other company managers, ensure a scalable feedback loop is created to connect quote/rate realities with service realities; provide strategic recommendations for adjustments to carrier quote/routing approach as such.
- Maintain carrier relationships and develop new ones as needed.
- Create a manageable and meaningful domestic vendor scorecard.

- Create SOPs as needed for domestic implementations.
- Own domestic project bids and ensure that an SOP is developed to support the business.
- Own special projects including project cargo, warehouse transfers and other unique/special cargo bids.
- Negotiate favorable pricing with domestic carriers and warehouses.
- Maintain domestic directory, to include carrier expectation agreements and insurance certificates/verification.

SKILLS

- Proficient knowledge of import, export and transportation related to customs brokerage, freight forwarding, and customer side trucking & warehousing.
- Professional behavior: Represents the company in a reputable, ethical, businesslike manner; complies with operating procedures and requirements.
- Ability to remain engaged and focused. Excellent written and verbal communication skills. Ability to generate creative solutions and/or problem-solve. Know the process and then think outside of the box.
- Project management skills to handle a variety of customers on your desk. Ability to utilize current tech tools to increase efficiency and innovate solutions.
- Strong computer/tech skills (Excel, Office, proprietary databases).
- Must be resourceful, flexible, organized, detail-oriented, and team-oriented.
- Ability to effectively communicate with a variety of contacts, vendors, and departments required (internal and external customers).
- Reliable. Punctual. Organized. Discipline to implement and follow Standard Operating Procedures.
- Team player able to build trust and prove dependability. Critical thinker. Aptitude to be cross-trained and contribute.
- Ability to handle various tasks simultaneously under high pressure and within demanding time constraints.

EDUCATION AND EXPERIENCE

- Minimum of two (2) years of industry-related domestic transportation experience including negotiations with carriers, quotation, classifying freight for LTL domestics moves, and break-bulk.
- Strong customer service background required.
- Domestic experience with over-dimensional and project cargo a plus. Exposure to domestic, warehousing and distribution a plus.
- Educational background in Operations Management, Supply Chain, or International Business (or internship experience) preferred.
- 1+ years' experience with PC, including Microsoft Office, databases, software, web-based applications, and vendor's systems.
- 1+ years of experience with PGA (FDA, USDA, FCC, DOT) preferred.

ABOUT SHAPIRO

Shapiro is a third-generation family-owned international shipping and logistics business, founded in 1915. For over a century, Samuel Shapiro & Company, Inc. has provided full door-to-door capabilities and proudly serves as a one-stop-shop for Customs brokerage and international freight forwarding services. It's simple – We Deliver. Problem Solved.

CONTACT US!

Please send all resumes via email to:

Rich Lucas, Corporate Recruiter / Talent Acquisition
rich@shapiro.com