

Explore Positions

by Lauren Felasco - Wednesday, May 27, 2015

Mohawk helps you reach your greatest potential.

Through a career at Mohawk, you'll be introduced to clients from companies around the world. At each of our six locations, employees are encouraged to go above and beyond to achieve success and meet both daily and long-term goals. Our employees rise to any occasion to get the job done in order to keep our lasting clients happy.

Entry-Level Positions

Import Coordinator

- create and file U.S. Customs entries
- determine tariff classifications, duties, and fees for products imported into the U.S.
- communicate with import clients, U.S. Customs, and other government agencies

Export Coordinator

- prepare air and ocean export price quotes
- coordinate export shipments
- prepare export documentation
- manage client and vendor profiles

Mid-Level Positions

Import Supervisor

- measure performance of entry staff and address problems and issues
- troubleshoot problems with Customs and other government agencies
- work with import administration supervisor to enhance department
- audit files for accuracy and oversee billing process
- establish department goals and measure performance by tracking goals
- improve on current procedures and audit work
- streamline workflow in entry department

Export Supervisor

- negotiate rates and services with the airlines, steamship lines, co-loaders, and truckers
- oversee rates and quotes and billing process
- ensure rating of files is done correctly and that billing is done in a timely manner
- design and provide reports for internal and external purposes
- ensure that the export department is growing in revenue
- establish department goals and measure performance by tracking goals
- improve on current procedures and audit work
- streamline workflow in export department

<http://mohawkglobal.com/explore-positions/>