



Steel for the Cutting Tool Industry

Purchasing and Logistics Manager

BESTAR LLC is part of the BESTAR Steel Group a global steel service center headquartered in Remscheid, Germany. Globally we have approx. 75 employees. Our customers are manufacturers of industrial saw blades, knives and tools for various applications.

Since 2001 BESTAR LLC is responsible for sales in North and South America. Our office is located near GA-400 Exit 6 Northridge Road. We are a multilingual and highly motivated team.

We have an immediate opening for

Purchasing and Logistics Manager

Please find details on the following page.

Should you be interested in this opening please email your resume to jobs.us@BESTAR-STEEL.com. Only qualified candidates and candidates eligible to work in the U.S. for any employer will be considered.

BESTAR LLC

400 Northridge Road | Suite 580 | Atlanta, GA 30350 | Phone +1 (770) 801-8855
info.us@BESTAR-STEEL.com | www.BESTAR-STEEL.com

Company	BESTAR, LLC
Position	Purchasing and Logistics Manager
Responsibilities include, but are not limited to:	<ul style="list-style-type: none"> - communicate with German parent company regarding sourcing, budgeting and planning of steel purchases - issue purchase requisitions to domestic and overseas vendors and verify order confirmations for accuracy - obtain and analyze pricing and quotations from vendors - communicate with sales department regarding customer needs and changes in demand - manage and monitor U.S. domestic multi-million Dollar inventory and stock levels at four warehouse locations and re-order as needed - track and monitor orders placed with vendors - schedule and arrange container loading and track ocean shipments to North and South American ports - coordinate import shipments and customs clearance with freight forwarder and customs broker - communicate with domestic warehouses or customers on incoming shipments - receive shipped inventory into ERP system - general administrative duties
Qualifications:	<ul style="list-style-type: none"> - college degree - 2-3 years job experience in similar position - freight forwarding experience (sea freight) - ability to perform administrative and related office duties at a complex level - solid organizational and computer skills with proficiency in Microsoft Office applications including Word, Excel, and Outlook - ability to multi-task, plan, organize and prioritize work - excellent verbal and written communication skills - strong job commitment, initiative and attention to detail - ability to work independently, as well as part of a team - German language skills beneficial
Benefits:	<ul style="list-style-type: none"> - health insurance - vision - dental - LTD - 401k - life insurance - flexible spending account (FSA)

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