



Celina Aluminum Precision Technology Inc. (CAPT) is a major supplier of aluminum engine and frame components for Honda of America. We are currently seeking a qualified **Coordinator in our Material Logistics Department** to join our team.

This position supervises departmental associates on all three shifts. This Coordinator is responsible for raw material and component part purchasing and activities related to inventory management along with managing shipping routes and returnable container supply.

Qualifications and Requirements:

- Four year degree in a business related discipline or equivalent experience
- Proven work history in purchasing, inventory and/or logistics management.
- Ability to provide timely reporting of inventory metrics both internally & externally.
- Strong computer skills -- Microsoft Excel, Word, & PowerPoint
- Strong organizational skills -- Must be orderly and systematic
- Must be able to maintain confidentiality
- Proven ability to communicate effectively with internal and external contacts
- Willingness to work overtime on a daily, weekend, or holiday basis as needed
- Interpersonal skills – Positive Attitude
- Departmental Budgeting and Tracking

The following qualifications will also be considered:

- Demonstrated ability to make process improvements through business plan activities.
- Demonstrated ability to interact with multiple customers and suppliers.
- Demonstrated ability to teach and supervise others
- Demonstrated ability to identify, analyze and solve problems with confidence

Benefit package includes: Medical, Dental, Vision, Prescription, Supplemental Health Club Membership, Company Paid Life Insurance with Supplemental Option, Holiday Pay, Vacation Pay Earned Monthly, Company Paid Short and Long Term Disability, Two Weeks Paid Shutdown, Birthday Off with Pay, Company Paid Uniforms, Safety Boot Reimbursement, 401(k) With Company Match, Defined Pension Plan, Tuition Payment Program for Family, Employee Assistance Program, and Semi-Annual Bonus based on safety, quality, delivery, attendance, and length of service.

Qualified candidates may apply to the following:

Celina Aluminum Precision Technology Inc. (CAPT)
Attn: Human Resources
7059 Staeger Road
Celina, OH 45822
bhonigford@capt-celina.com

CAPT is an Equal Opportunity Employer