

## Current Opportunity – Food Grade Export Coordinator



### **Who we are:**

An independent, family owned company that was founded in 1971, Snobelen Farms Ltd. specializes in the production, processing and sales of food grade soybeans, commercial grains and pedigreed seed for markets across Canada and Internationally.

By staying true to our core values of People, Integrity, Sustainability, and Community, we have grown from just 2 grain bins in Ripley, Ontario with 2 employees, to 7 locations across Southwestern Ontario and over 80 employees. We take pride in our past and are excited about our bold future.

### **Your part in it:**

As the Food Grade Export Coordinator, every day is different, and the nature of the export market ensures things are never boring. At the end of the day, you will feel proud and accomplished and will know you are contributing to the success of our business.

### **General Duties include:**

- Coordinating the complete export process while collaborating and managing multiple parties
- Preparing and managing contracts, pricing, work orders, schedules to ensure shipments are booked on time
- Managing the internal shipping report to keep multiple departments informed of shipping requirements
- Preparing and compiling all required export documentation including but not limited to steamship line waybills, customs declarations, courier packages and insurance coverage.
- Submitting quality samples and managing traceability of samples.
- Assisting our Food Grade Manager in developing new export markets.

### **How you will excel:**

- Excellent multi-cultural customer service and respectful and precise communication.
- A strategic mindset that allows you to quickly weigh alternative paths and determine the best one forward.
- Strong organization mixed with flexibility to determine how all of the pieces and resources can be arranged for maximum productivity.
- Resilience and the ability to remain positive while dealing with irregular and unpredictable changes

### **What we offer:**

- A challenging, rewarding, and most importantly caring work environment!
- Competitive compensation package including health benefits + health spending account, company matched RRSP's, Mental Health Program including paid Personal Wellness Days and more!
- The flexibility and understanding to balance your work life and home life.
- Overseas business travel opportunities to amazing places like Japan and Europe.
- Development opportunities within all three of our growing business units to become the best version of yourself in a lifelong career you enjoy.