



Shipping Coordinator

Location: Sarasota, FL

COMPANY OVERVIEW

BVI® is refocusing the future of vision.

As one of the fastest-growing, diversified surgical ophthalmic businesses in the world, our purpose-built portfolio spans more than 115 countries. We've set our sights on touching the lives of millions of patients affected by conditions such as cataracts, refractive error, glaucoma, retinal disease, and dry eye.

Unburdened by legacy or bureaucracy, we have developed our strategy around a simple concept — taking pride in delivering innovative solutions for our physicians and patients, based on their needs. We trust and empower our associates to make decisions and solve problems because collaboration drives us. Valuing agility, simplicity, and transparency, we stay committed to listening to our customers, delivering for our patients, and keeping the future in focus.

PURPOSE

This position ships all BRD products around the world. This position needs knowledge of customs, freight companies and customer service.

RESPONSIBILITIES REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Packaging of all products for shipping
- Knowledge of account software
- Knowledge of database software
- Good customer service and people skills
- Work independently
- Able to resolve issues
- Other duties as required
- Ability to establish and maintain effective working relationships with coworkers, managers and clients



MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- High school diploma or educational equivalent plus 2 years of relevant experience; or equivalent combination of education, training and experience.

PHYSICAL REQUIREMENTS

- Extensive use of keyboard requiring repetitive motion of fingers.
- Extensive use of telephone and face-to-face communication requiring accurate perception of speech.
- Regular sitting/standing for extended periods of time.
- Making boxes for shipments

Interested? Submit a cover letter and C.V.
to TalentAcquisition@bvimedical.com



BVI is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected Veteran status.

The above information on this description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.

Important notice to Employment businesses/ Agencies

BVI does not accept referrals from employment businesses and/or employment agencies in respect of the vacancies posted on this site. All employment businesses/agencies are required to contact BVI's human resources department to obtain prior written authorization before referring any candidates to BVI. The obtaining of prior written authorization is a condition precedent to any agreement (verbal or written) between the employment business/ agency and BVI. In the absence of such written authorization being obtained any actions undertaken by the employment business/agency shall be deemed to have been performed without the consent or contractual agreement of BVI. BVI shall therefore not be liable for any fees arising from such actions or any fees arising from any referrals by employment businesses/agencies in respect of the vacancies posted on this site.