



## Shipping Specialist/Lighting Production Technician

### About Imtra:

Imtra is an importer and manufacturer of high-quality marine products. Since 1952, we have provided quality solutions and products that meet the needs of our customers in commercial, industrial, and leisure marine energy and transportation settings.

Our employees are passionate about our culture, customers, and the future of Imtra. We pride ourselves on being 100% employee-owned, operating with integrity, and building long-lasting relationships with our customers and supply partners.

Each employee benefits from the ownership through earning company stock, year-end bonuses, and a voluntary 401(k) plan with a robust match. Imtra takes pride in offering employees and their families a diverse range of health and wellness programs.

Imtra's people-focused culture enables us to provide a comprehensive employee experience that allows each employee to achieve their full potential and thrive personally and professionally while enjoying their work.

### About the Role:

Imtra is seeking a Shipping Specialist / Lighting Production Technician to join our team. This dual-role position supports both the shipping and lighting production departments, working closely with the Warehouse Manager, Facilities Manager, and Production Team Lead. The ideal candidate is detail-oriented, organized, and enjoys hands-on work in a collaborative team environment.

This is a great opportunity for someone who thrives in a fast-paced setting, values quality and accuracy, and is eager to contribute to both product assembly and shipping operations.

### Key Responsibilities

#### Shipping & Logistics

- Package and ship customer orders efficiently and with minimal oversight.
- Ensure shipments comply with local and international regulations.
- Coordinate the shipment of goods to ensure timely and cost-effective delivery.
- Maintain accurate records of all shipments and related documentation.
- Recommend improvements to shipping processes and workflows.

#### Lighting Production & Assembly

- Build, calibrate, and test a variety of electro-mechanical assemblies at both the sub-finished and finished goods levels, with direction from supervisors as needed.

- Utilize technical documents, including work instructions and parts drawings, to ensure high-quality assembly.
- Conduct quality inspections of finished products to ensure compliance with customer requirements and industry standards.
- Maintain accurate records of product specifications and test results.
- Support custom projects and assist the Facilities Manager and Production Team Lead with special tasks.

### **Key Performance Indicators**

- Shipments are prepared and delivered on time, packaged securely, and in compliance with all regulations.
- Shipping and inventory records are accurate, complete, and up to date.
- Electromechanical products are consistently built to the highest standards and only packaged after proper calibration and testing.
- Supplies and materials are inventoried, tracked, and replenished smoothly.

### **Qualifications & Experience**

- 3+ years of experience in a warehouse, shipping, or production environment.
- High school diploma or equivalent; vocational or two-year associate's degree preferred.
- Experience in the manufacture and service of electromechanical products.
- Hand soldering proficiency.
- Basic computer skills.
- Strong communication and interpersonal skills with the ability to work well with carriers, customers, and colleagues.
- Positive attitude, collaborative mindset, and alignment with Imtra's values.
- Ability to lift up to 50 lbs.
- Prior experience in the marine industry and boating preferred.

## What We Offer

At Imtra, we believe in taking care of our employees and their families. As an employee-owned company, we are proud to offer a comprehensive and competitive benefits package that supports your financial, professional, and personal well-being.

- Competitive Salary – Fair and market-based pay for your skills and experience.
- Annual Bonus Program – Rewarding individual and company performance.
- Employee Stock Ownership Plan (ESOP) – As an employee-owner, you'll share directly in the company's success and long-term growth.
- Health & Dental Insurance – Comprehensive coverage with a significant company contribution to keep your premiums affordable.
- 401(k) Retirement Plan – A generous company match to help you build long-term financial security.
- Company-Funded Insurance – Life, AD&D, Short-Term Disability, and Long-Term Disability provided at no cost to you.
- Generous Paid Time Off – A flexible PTO policy that allows you to rest, recharge, and enjoy life outside of work.

IMTRA values a diverse workforce. We are committed to a culture of equality and inclusivity that fosters dialog, innovation, compassion, respect, and collaboration. All qualified applicants will receive consideration for employment regardless of race, ethnicity, age, religion, national origin, sex, sexual orientation, gender identity, veteran status, disability status, neurodiversity, or any other protected characteristic outlined by federal, state, or local laws.

To Apply, please submit your resume to [resume@imtra.com](mailto:resume@imtra.com)