



Job Description: Shipping Specialist

Location: Imtra Corporation Headquarters, New Bedford, MA

Company Overview:

Imtra Corporation is a 100% employee-owned business and a leading importer and manufacturer of high-quality equipment for the recreational and commercial marine, energy, and transportation markets. With over 70 years of experience, Imtra has built a strong reputation for exceptional product quality, sales support, and customer service.

We pride ourselves on our inclusive culture, where integrity, accountability, and teamwork drive our success. As an employee-owned company, every team member plays a vital role in our growth and prosperity.

Position Overview: We are seeking an experienced and detail-oriented Shipping Specialist to support our warehouse operations. This role is responsible for efficiently packaging and coordinating outgoing shipments while ensuring compliance with all applicable regulations. The ideal candidate is organized, proactive, and capable of working both independently and collaboratively in a fast-paced environment.

Key Responsibilities:

- Efficiently package orders with minimal supervision
- Ensure all shipments comply with local and international regulations
- Coordinate shipments to ensure timely and cost-effective delivery
- Maintain accurate and organized shipping records
- Support custom projects as needed
- Identify and recommend improvements to shipping processes and workflows

What Success Looks Like:

- Shipments are processed accurately, efficiently, and with minimal oversight
- All shipments consistently meet regulatory requirements
- Shipping documentation is maintained accurately and professionally
- Strong coordination with internal teams and external partners

Qualifications & Skills:

- 3+ years of experience in a warehouse or shipping environment
- High school diploma or equivalent
- Strong organizational and record-keeping skills
- Excellent communication and interpersonal skills
- Ability to build strong relationships with carriers, customers, and internal teams
- Ability to work independently and manage priorities effectively

Necessary Traits:

- Positive attitude and strong work ethic
- Team-oriented mindset with a focus on collaboration
- High level of accountability and attention to detail
- Proactive and solution-oriented approach
- Commitment to safety and compliance standards

Compensation and Benefits Overview Pay Range

The pay range for this position is \$38,000 – \$55,000 annually, depending on skills, experience, qualifications, and geographic location. In addition to base pay, employees may be eligible for performance-based bonuses and/or other forms of variable compensation, depending on the position. Exact compensation will be determined based on individual experience, internal equity, and local market conditions.

Comprehensive Benefits

- At IMTRA, we believe in taking care of our employees and their families. As an employee owned company, we offer a competitive benefits package that supports your financial, professional, and personal well-being:
- Competitive Salary – Fair, market-based pay aligned with your skills and experience
- Annual Bonus Program – Rewarding individual and company performance
- Employee Stock Ownership Plan (ESOP) – Share directly in the company’s long-term success
- Health, Dental & Vision Insurance – Comprehensive coverage with significant company contributions to keep premiums affordable
- 401(k) Retirement Plan – Generous company match to help you build long-term financial security
- Company-Funded Insurance – Life, AD&D, Short-Term Disability, and Long-Term Disability at no cost to you
- Paid Time Off (PTO) & Company Holidays
- Other Key Benefits – wellness programs, tuition reimbursement

We are committed to providing fair and competitive compensation along with benefits that help you and your family thrive.

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