

JOB POSTING

Customer Care

Job Summary

Company

ARMOR Protective Packaging®

Location

Howell, MI

Industry

Corrosion

Management/Packaging;

industries include: Automotive,

Manufacturing, Oil & Gas,

Construction Equipment,

Military, Export, Electronics

and more

Job Type

Full - Time Employee



About the Company

Armor Protective Packaging is a global leader in corrosion management solutions designed to protect metals before, during and after transport or storage. For more than 40 years, ARMOR has offered a full line of packaging products that include paper, poly film and desiccants infused with our proprietary vapor corrosion inhibiting (VCI) Nanotechnology, a water-based rust preventative. Products Metal Rescue and Dry Coat are liquids designed to remove rust and prevent its return. All ARMOR products are clean, safe, easy to use, and extremely effective.

About the Job

Customer Care responsibilities include customer communication and correspondence; aligning customers with Armor Vision, sales orders entry, purchase orders to suppliers, purchase receipts, warehouse and converting coordination, and assistance with project work as needed. Emphasis on staying true to our core values on a daily basis is key in the position, as well as within the department.

Key Responsibilities

- Process Stock & Ready Orders
- Process Custom Orders
- Purchasing – Process Custom Poly Purchase Orders
- Production Coordination
- Warehouse Coordination

Additional Responsibilities

- Manage and answer incoming customer calls
- Process quotes and sample requests
- Maintain and update customer information electronically
- Assist in resolving customer problems, questions

Job Details

This position will be located in Howell, Michigan at our company headquarters. A high school degree is required, in conjunction with a minimum of at least 2 years of proven experience, or equivalent combination of education and experience.

Key Facts

- ARMOR has been in business since 1979
- Forbes™ Magazine recognized ARMOR as a Small Giants award winner in 2020, presented to companies that choose to be great instead of big.
- ARMOR won Crain's 2017, 2018 & 2019 Coolest Places to Work in Michigan award
- Recognized as Michigan's Most Engaged Workplace in 2019 through *Michigan Celebrates*
- ARMOR has been awarded INC Magazines Best Workplaces in 2018 and 2019
- ARMOR was honored as a Michigan 50 Companies to Watch Awardee in 2015
- ARMOR products Metal Rescue™ Rust Remover and Dry Coat™ are available in over 10,000 retail stores through our partnership with B'laster Corporation.
- ARMOR has partnerships in over 15 countries serving over 25 countries across the globe
- ARMOR serves over 90% of the Fortune 500™ industrial companies in the world
- ARMOR rust prevention products were featured in the highest grossing film of 2010, Iron Man 2™ by Marvel™

To learn more about the company and to see if you'd be a fit, be sure to check out some of our marketing:

www.armorvci.com

www.youtube.com/armorprotectivepkg

Please send cover letter and resume to hr@armorvci.com

