



DHL Global Forwarding combines air, ocean, ground transportation and customs brokerage services with dedicated warehousing and distribution centers. LOGIS®, DHL Global Forwarding's award winning Logistics Information System, completes the infrastructure to deliver first class global logistics services with complementary information.

DHL Global Forwarding manages the flow of goods and information across a customer's global supply chain, connecting suppliers, carriers, customs brokers and end-users through a seamless supply of distribution services. DHL Global Forwarding reinforces its services through the application of ISO 9001:2000 standards.

DHL Global Forwarding is committed to provide the highest level of security throughout its supply chain. As an official partner in the C-TPAT program in the United States and the PIP Program in Canada, DHL Global Forwarding is actively collaborating with government agencies to meet today's cargo security requirements while continuing to facilitate the free flow of trade.

Position: Customs House Brokerage Entry Writer

Summary: Coordinates the documentation required by US Customs and Border Protection for entry of goods into the US on behalf of importers via DHL's Customs House Brokerage services. Serves as the single point of coordination (i.e. "Customs Broker") between import customers and US Customs and Border Protection.

Tasks & Accountabilities: Prepares required documentation, classification, and submission to US Customs and Border Protection. Coordinates with import breakbulk departments to ensure accurate entries are filed in accordance with the Harmonized Tariff.

Qualifications: Generally 1-3 years Entry Writer experience. Strong keyboard capability, familiarity with basic accounting principles, understanding of the Harmonized Tariff and product classification, and basic entry writing knowledge. HS diploma or GED required. Broker's license a plus.

In addition, DHL Global Forwarding offers a comprehensive benefit program to its associates, including, but not limited to:

- Health Benefits
- 401K /Pension
- Dental
- Vision
- Tuition Reimbursement
- Employee Ship Program

This position is located at our Columbus, OH station at 2144A John Glenn Ave. and we are currently in need of 4 (four) Entry Writers.

All qualified candidates should submit their resume for consideration to:

Tammy Bartholomew
Regional Recruiter
614.409.2815 fax
tammy.bartholomew@dhl.com