



Log Marketing Assistant

Midwest Hardwood Company (www.midwesthardwood.com) is seeking the right individual for an exciting opportunity at our Meister Log and Lumber facility in Reedsburg, Wisconsin. MHC is a fully integrated Forest Products company, purchasing close to 60 million board feet of hardwood timber for our 3 sawmills in Wisconsin. MHC is part of the Baillie Lumber group of companies (www.baillie.com).

Position Summary

The **Log Marketing Assistant** will report to the Corporate Log Sales Manager. This position will be based in Reedsburg, Wisconsin.

You will be part of a program marketing forest products to customers all over the World. This is a position for someone with exceptional analytical skills, plus the right personality to interact with a diverse and broad group of players. Days can be very fast paced, sometimes with customer visits from around the globe. Due to the global nature of our program, “on-duty” hours vary, and require some flexibility. The ideal candidate will be outgoing, hard-working, computer savvy, and ready to get boots dirty. This is a very unique, and exciting, opportunity to start a career in the forest products industry.

Duties will include, but not be limited to:

1. Preparation of tallies for customers
2. Assist with export documentation and customer invoicing
3. Manage phyto inspections
4. Export preparation of logs
5. Assist with guiding our log yards on merchandising
6. Compile data and organize reporting on log sale transactions
7. Occasional chainsaw work and loader operation may be required

Position Requirements:

Must Have:

1. Strong computer skills. Use of data recorders, file transfer from field computers, and database use is a plus. Candidate needs to be proficient in spreadsheet software such as Excel.
2. Outgoing personality. This is a sales trainee position. Candidate will have to communicate very well with a broad and diverse group of personalities.
3. Ability to work in the field during all weather conditions.
4. Strong work ethics

Should Have:

1. A 2-year Forest Tech degree, and/or 4 Year BS in Forestry. Related fields may be considered.
2. Some related experience.

Extra Consideration:

1. Chainsaw and loader experience
2. Bilingual, even if only conversational. (Spanish, Italian, Mandarin, Cantonese, Vietnamese, Portuguese, Korean, Japanese and German are all useful in our Log Sale program)

For more information please contact:

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