



NAWAH

Job Title: Logistics & Supply Chain Coordinator

Location: Englewood, Ohio, USA

Company: NAWAH US, Inc.

Employment Type: Full-Time, Non-Exempt

About NAWAH

NAWAH is the world leader in the development of revolutionary materials essential for the energy transition and a wide range of advanced applications. Our core innovation—Vertically Aligned Carbon Nanotubes (VACNT)—is transforming the fields of energy storage and advanced composites. With operations in Rousset (France) and Dayton, Ohio (USA), NAWAH designs and manufactures VACNT-based products for multiple markets.

If you're passionate about innovation and want to contribute to a company driving the energy transition, we invite you to join our team.

Position Overview:

We are seeking an experienced Shipping & Procurement Coordinator to oversee day-to-day shipments, Inventory and related procurement operations and facilitate efficient workflow across the organization. This role is essential in supporting our team with maintaining inventories, shipments and related procurement.

Key Responsibilities:

- Shipments & Logistics
 - Oversee inbound and outbound shipments: scheduling, documentation and carrier coordination
 - Ensure compliance with shipping regulations, company procedures, and customer requirements
 - Prepare and review shipping documents (BOLs, packing lists, export paperwork as applicable)

NAWAH Inc.

35 Rockridge Rd, Englewood, OH 45322, USA



NAWAH

- Track shipments and proactively resolve delays, damages (in coordination with Quality Department), or shortages
- Optimize freight and routing in the US where possible
- Inventory & Site Coordination
 - Monitor inventory levels to support continuous site operations without excess stock
 - Coordinate material flow between receiving, storage, production, and shipping areas
 - Support cycle counts and physical inventories as required
 - Make suggestions for continuous improvement on shipping costs and inventory levels to meet business needs
- Procurement & Purchasing
 - Manage site-level procurement of materials, supplies, and services in alignment with company policies and budget
 - Create, review, and process purchase orders; monitor order status and follow up on delays or discrepancies
 - Identify and propose suppliers for qualification
 - Ensure purchased materials meet quality, quantity, and specification requirements
 - Coordinate with finance (in France) on invoices, discrepancies, and accruals
- Reporting & Continuous Improvement
 - Maintain accurate records in ERP and inventory systems
 - Generate reports on procurement spending, inventory levels, and shipping performance
 - Identify inefficiencies and drive process improvements in procurement and logistics workflows
 - Support audits and compliance reviews

Qualifications:

- Minimum 3 years of experience in procurement, logistics, or supply chain management in a site-based environment
- Associate's degree in supply chain, Business, Logistics, or equivalent experience
- Experience using ERP or procurement systems



NAWAH

- Strong attention to detail, communication and interpersonal skills
- Ability to prioritize and multitask in a dynamic environment

Preferred:

- Experience in manufacturing, industrial, or distribution environments

Physical / Work Requirements:

- Ability to work in a warehouse or production environment as needed
- Occasional lifting (25-50lbs), walking, or standing may be required.

Working hours:

- Monday to Friday
- Gross annual salary: \$27- \$30/hour

Other reasons to join NAWAH:

- To join a dynamic and innovative company with a dual culture, French and American
- To participate in a challenging project for the market launch of a disruptive innovation.
- For the attention given to the well-being of employees,
- To enjoy a comprehensive set of benefits: medical, dental, vision insurance, life insurance, and a 401(k) with company contributions,
- Computer and cell phone.
- 20 days PTO
- To have a significant impact on the industry of tomorrow.

Interested? Send your updated CV to: jobs@nawah.us