



NEW CHALLENGES. NEW OPPORTUNITES.

Delivering First Class Clinical Packaging Solutions

CSM is a global company with five sites across the U.S. and Europe dedicated to clinical trial supplies. Our innovative solutions highlight our flexibility in managing our clients' clinical trials and allow us to efficiently and quickly deliver medicines to patients in need. Regardless of the size or complexity of the project, CSM will expertly manage the clinical supply chain.

CSM's only focus is clinical trial supplies, which means 100% of our infrastructure is dedicated to making sure our clients' investigational medical products are packaged, labeled, and shipped on time and with the highest regard for quality. CSM is designed to be agile, which for clients translates to confidence that CSM is ready to meet their clinical trial needs regardless of conditions.

We understand our work within the clinical trial process could not happen without our dedicated employees.

Our growing company is currently seeking a highly motivated and enthusiastic

Receiving Specialist

Main Responsibilities

- ▲ Initial inspection of shipment after unloading from trucks for external visible damage
- ▲ Inspect shipment for correct material, quantity, and damage
- ▲ Receive and clean shipping containers
- ▲ Receive and download temperature data
- ▲ Fill out receiving documentation
- ▲ Work directly with other departments to address and resolve concerns or questions
- ▲ Learn and adhere to Good Documentation Practices (GDP), current Good Manufacturing Practices (cGMP), and CSM's Standard Operating Procedures (SOPs)
- ▲ Performs other related job duties or responsibilities as assigned

Education and Experience

- ▲ 1 year of experience in a warehouse performing receiving responsibilities
- ▲ Preferred experience with Standard Operating Procedures (SOPs), current Good Manufacturing Practices (cGMP), or Good Documentation Practices (GDP)

Skills

- ▲ Self-motivated to take initiative and find solutions while working independently or with the team
- ▲ High regard for confidentiality in dealing with all clients, proprietary and pharmaceutical related information

This position is based in Fargo, ND

At CSM, we provide competitive compensation and a complete benefits package. If you have the desire to work hard and play your part in making a difference in the lives of patients participating in clinical trials, we want you to apply today by submitting your resume to: apply@csmondemand.com.





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- ▲ Excellent interpersonal, written and verbal communication skills
- ▲ Exceptional time management skills to prioritize work, meet deadlines and produce accurate work
- ▲ Ability to develop effective working relationships with associates at all levels to influence others and foster a cooperative work environment across the organization
- ▲ Good working knowledge of Microsoft Office products

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