



**BEMIS MANUFACTURING COMPANY**

300 Mill Street  
Sheboygan Falls, WI 53085-0901

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Bemis Manufacturing Company is a family-owned business that traces its roots back to 1901. Headquartered in Sheboygan Falls, Wisconsin, U.S.A., we have quietly grown to become an innovative international manufacturer serving markets worldwide. We market products under our own brands and provide expertise to others, producing private-label products and component parts for a wide variety of industries.

We serve consumer, commercial, medical and industrial markets worldwide and have over 1,600 employees located in six countries around the world. The promotion of energy and resource conservation has always been integral to our corporate culture. Bemis strives every day to set the standard for ecological responsibility, conservation and preservation.

At Bemis, we offer a vibrant professional and manufacturing workplace with extraordinarily low turnover. We are committed to fostering close relationships with our employees, building a culture of mutual respect and empowerment, because the root of our success lies within our skilled and dedicated workers.

Over the years, we have found that our self-managed workforce fosters great pride and accountability, making Bemis one of the highest-quality manufacturers in our industry. We are empowered to think and act differently toward solving problems and adding value in new ways, living our mission of quality and innovation.

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## **POSITION TITLE:** Financial Services Manager - Sheboygan Falls, WI

**General Responsibilities/Role Overview:** Lead the Accounts Receivable and Credit and Collections functions by implementing best practices, directing resources and performing work responsibilities. Evaluate financial viability of proposed new accounts and make recommendation for credit terms. Utilize technology to efficiently monitor existing accounts to ascertain whether assigned credit limits remain appropriate. Travel when required (less than 10%).

The incumbent will live the corporate values of treating people with dignity and respect, practicing leadership, driving continuous improvement, acting with a sense of urgency, promoting innovation, fighting for consensus, and managing through teams.

### **Specific Responsibilities:**

- Oversee and properly motivate the Accounts Receivable and Credit and Collections staff.
- Maintain a department organizational structure sufficient to meet all goals and objectives.
- Manage department metrics with appropriate metrics.
- Provide ongoing training of the Accounts Receivable and Credit and Collections staff.
- Maintain and recommend changes as deemed necessary to the design of Accounts Receivable and Corporate Credit and Collections policies and procedures and recommend changes in policies to Sr. Management.
- Implement lean principles to streamline procedures, establish and routinely track KPIs, research and recommend technology solutions to improve day to day Accounts Receivable team efficiency.
- Interface with the sales organization to communicate credit term recommendations and ensure timely review of new customers. Obtain information necessary to establish and maintain appropriate credit limits based on specific customer risk profile and deploy appropriate risk mitigation to meet customer/business needs for growth. Monitor the credit granting and updating process and accept or reject credit recommendations.
- Manage a set of customer accounts which includes investigating payment discrepancies and collections work.
- Monitor bad debt reserve needs across company portfolio of customers and communicate bad debt reserve needs to accounting.
- Manage relations with credit reporting agencies and pertinent internal departments.
- Create a credit scoring model.
- Investigate the largest customer credit applications and visit the largest customers to establish relationships.
- Monitor periodic credit reviews as well as monitor deductions being taken by customers.

- Work with the sales team and accounts receivable team to improve DSO.
- Monitor the rebates and advertising programs by working with the sales and customer service departments when the system is not aligned with the customer contracts; prepare monthly journal entries and reconcile the accounts monthly.
- Other duties as assigned.

**Skills & Qualifications:**

Bachelor's Degree in Finance, Accounting or related field

8 + years' Credit experience

8 + years' management experience

Continuous Improvement ability

A vast understanding of credit reporting agencies (D&B, Equifax, etc)

Proficient in reading/interpreting financial statements / articles for the purposes of establishing appropriate credit terms and to communicate concise relevant data to the businesses

Ability to work independently and on teams

To express interest, please submit a resume and cover letter to Shana Lambrecht, HR Recruiter.

For questions, please feel free to call Shana at (920) 467-5513

Shana.Lambrecht@BemisMFG.com

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Sheboygan Falls, WI 53085

**Equal Opportunity Employer**