



Founded on a commitment to building lasting and trusting relationships with customers, Shaw/Stewart Lumber Co. (Shaw/Stewart) delivers by responding to customer needs and providing creative custom solutions. For more than 130 years, Shaw/Stewart has served the Twin Cities' luxury homebuilders, remodelers and commercial general contractors.

## **THE SHAW/STEWART LUMBER CO. WAY**

**Value to Employees:** Shaw/Stewart offers employees opportunity to drive their careers in a results oriented environment. As an employer who values relationships over transactions, Shaw/Stewart employees can expect transparency, integrity and loyalty.

**Company Culture:** As a respected and well-known industry leader, Shaw/Stewart focuses heavily on providing quality products and exceptional service to customers. It's evident in Shaw/Stewart's focus on continuous improvement in day-to-day activities and company core values:

- **Integrity**- Do the right thing, even when it's not popular.
- **Exceedingly High Standards** -Take pride in our work knowing it's a reflection of us.
- **Be a Champion**- Be confident, positive, and humble.
- **Customers for Life** -The lifetime value of the customer is our priority.
- **Ownership** - Take full responsibility for the outcomes of our actions.

## **WE CAN'T DO IT WITHOUT YOU**

The Customer Financial Services Manager (CFS Manager) at Shaw/Stewart is charged with managing the credit risk and accounts receivable process for the company by developing, reviewing and enforcing the Company's payment terms. This integral member of the Shaw/Stewart management team must be well versed in construction law, lien rights, and reviewing contracts. This individual oversees the Customer Financial Services team, reviews job contracts and is responsible for managing and driving innovation in credit, collections and electronic payment systems. This customer service focused role manages and maintains relationships with internal and external customers alike. Strong verbal and written communication skills will be necessary to lead and hold accountabilities.

### **KEY ACCOUNTABILITIES:**

- Lead, Manage and hold department Accountabilities
- Legal – firmly grasp legal risk and review contracts of all types

- Credit – maintain and enforce credit standards and policies to protect the Company's A/R Asset
- Collections – enforce customer payment terms and maintain customer relationships
- Payment Systems – manage electronic payment systems and ensure key controls in payment processes are in place

### **THIS IS YOU**

The ideal CFS Manager has a strong business acumen and sound judgement. Someone with a contract law or legal background with a passion for credit would excel. High level analytical and problem-solving skills, as well as a keen attention to detail are vital to the success of this individual. A tactful demeanor and well-developed interpersonal skills will contribute to the success of the individual in this role.

#### Minimum Requirements:

- Bachelor's Degree
- Emphasis in paralegal or legal specialization
- 10+ years of progressive credit and/or collections experience
- 2+ years of leadership experience
- Ability to pass a pre-employment drug screen and background check

#### Preferred:

- Certified Credit Executive or similar senior level business credit certification

Shaw/Stewart Lumber Co. is an Equal Employment Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.

To apply: Send your resume to [hr@shawstewart.com](mailto:hr@shawstewart.com) or apply at: [https://www.appone.com/MainInfoReq.asp?R\\_ID=2670602](https://www.appone.com/MainInfoReq.asp?R_ID=2670602)