



About Us

Established: August 1, 1945

TOYO Rubber Industrial, established, strengthened and developed by Toyo Boseki (today known as Toyobo) in order to develop the rubber industry, merged with Hirano Rubber Manufacturing; Toyo Tire & Rubber Co., Ltd.

TOYO offers a complete selection of premium replacement tires for nearly every make and model including light trucks, SUVs, high performance cars, and luxury vehicles, as well as commercial trucks.

Our Philosophy

Company Philosophy

We will endeavor to continuously improve our products, and create value for everyone who we work with.

Our Mission

To create excitement and surprise with products that enrich society and exceed customer expectations.

Our Vision

Our goal is to be a company that:

- ✓ Stays one step ahead of the future through constant technological innovation;
- ✓ Drives entrepreneurial and creative spirit through a progressive culture; and
- ✓ Shares in the enjoyment felt by everyone involved in our activities.

Our Fundamental Values: "The TOYO WAY"

- ✓ Fairness: Be fair and selfless in one's actions to benefit society.
- ✓ Pride: Take pride in one's self, work and company, and to persevere.
- ✓ Initiative: Show initiative in all matters, and take ownership of one's actions.
- ✓ Appreciation: Demonstrate sincere compassion and appreciation for people and society.
- ✓ Solidarity: Continuously advance creativity and innovation by working together to mobilize our corporate knowledge and capabilities.



TOYO Careers

- ✓ Great people. Great products. Great future.

At Toyo Tires, the keys to a successful future are our people and our passion for developing great products and innovative solutions to meet the needs of our customers. In pursuit of excellence, Toyo Tires is always looking for dynamic individuals whose talent, creativity, drive, and good corporate citizenship lead to both personal and company success.

We are looking for positive, energetic team members who want to grow with us as we expand our business.

Job Description

We have immediate openings for Billing and Collections Representatives with our United States operations. This position is responsible for a variety of tasks including billing, payments, collections and records retention.

Primary Job Tasks, Responsibilities & Key Accountabilities

- Assist Billing and Collections Departments in reconciliation of accounts
- Work with the Sales and Operations Departments to resolve any billing or cost discrepancies prior to month-end
- Accept payments from assigned customer accounts.
- Prepare payments for bank deposit.
- Verify that transactions comply with company financial policies and procedures
- Review assigned accounts and determine delinquency status.
- Perform manual invoice correction
- Other duties as assigned by your direct Supervisor

Job Requirements

Education and Experience

- A High School Diploma or GED required
- Excellent organizational and time management skills
- Extreme attention to detail
- Excellent oral and written communication skills
- Intermediate Microsoft Office skills
- Must be able to work independently and as part of a team
- Ability to thrive in fast-paced environment
- Patience, a positive attitude and "big picture" thinking required
- Math Skills



Toyo Benefits

We care about our team

We believe that taking care means investing in the whole self, both at and outside work. We're dedicated to enhancing well-being of our team and their families.

- Starting Salary: \$83,000.00 - \$89,000.00 DOE
- Yearly bonuses: up to %43 of salaried income

Benefits:

- Medical and pharmacy benefits
- Dental benefits
- Vision eyewear coverage
- TGT 401(k) plans
- Vacation, national holidays, personal days and well-being time
- Parental leave
- Life insurance
- Short-term and long-term disability insurance
- Education assistance

Notes:

This information indicates the general nature and level of work performed by associates in this role. It is not designed to contain a comprehensive inventory of all duties, responsibilities, and qualifications required of associates assigned to this role. This description supersedes any previous or undated descriptions for this role. Management retains the right to add or change the duties of the position at any time.

Apply Today

Our team of online recruiters is waiting for your application. Simply get in touch with the recruiter that informed you about one of our employment opportunities and let them know you are interested in working with TOYO. Our recruiters will guide you through every step of our application process.

All queries will be acknowledged.

For a faster reply to your query please add your personal identification number: 259661

If you're a motivated individual who's looking for a meaningful career, we look forward to hearing from you.

TOYO TIRE & RUBBER CO., LTD. is an Equal Opportunity Employer.