



## Supply Chain Manager

### Position Summary

This position is responsible for managing the supply chain functions including materials planning and procurement, inventory planning, transportation, distribution and warehousing. The Supply Chain Manager also participates in operations planning, (S&OP) forecasting and demand planning processes to ensure supply and service levels meet customer expectations while managing cost effectively. The Supply Chain Manager will be accountable to develop a team of buyers, implement and maintain metrics for the supply chain team as well as provide support for training and continuous improvements activities.

### Responsibilities

- Track and report key functional metrics to reduce expenses and improve effectiveness
- Participate in inventory strategy development and execute inventory planning process and analysis.
- Implement negotiation strategies and close deals with optimal terms
- Forecast price and market trends to identify changes of balance in buyer-supplier power
- Perform cost and scenario analysis, and benchmarking
- Resolve material and process issues by exposing the root cause and implementing solutions
- Successful implementation of commodity review that results in cost savings and vendor consolidation
- Manage supplier scorecard and conduct quarterly Business Reviews with top suppliers
- Review sales and finished goods inventory data in partnership with sales, operations or customer service team members to adjust plans as needed to respond effectively to unexpected sales trends and/or inventory balances.
- Facilitate production planning tools and processes and assist scheduler with execution and decision making as needed.
- Ensure ERP system master data management, integrity, and maintenance for assigned area.
- Assist opportunities to improve current processes include cost, quality, safety and services metrics improvement. Identification, analysis and implementation of cost savings opportunities and process improvements.
- Aide supply chain department roles and responsibilities and select, train, develop and manage logistics, and inventory teams.

### Education/Training

- Bachelor's Degree in Business or Supply Chain Management.
- 3+ years of managerial experience including defining roles, hiring, employee development and day to day management of various supply chain functions in a related production environment.



- 10+ years' experience in a manufacturing facility.
- CPM certification preferred
- CloudSuite Industrial (SyteLine) ERP experience a plus

### **Knowledge/Skills/Abilities**

- Strong leadership capabilities
- Ability to gather and analyze data and to work with figures
- Proven working experience as purchasing manager, agent or officer
- Familiarity with sourcing and vendor management
- Computer skills
  - MS Office
- Flexible and can quickly change from job to job when needed

### **Travel Requirements**

- 5% - Local Suppliers

### **Physical Requirements**

- Be able to lift at least 25 lbs and up to 50 lbs for short periods

### **Materials and Equipment Utilized**

- Computer, printer, phone, etc.

### **Working Environment:**

- 10% Manufacturing: clean, low to moderate noise, safety glasses required and other personal protective equipment (PPE) where applicable.
- 90% - Office

