

Supply Management Specialist II

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$32.00 to \$34.00 hourly
Employment status: Contract / Temporary

Description

Robert Half is currently working with a client seeking a Supply Management Specialist.

Summary:

Supports and may lead a commodity Strategic Sourcing team with the development and implementation of sourcing strategies for enterprise/region/division/unit. Builds and develops a supply base for procuring less complex and strategic materials, products, supplies, and services. Responsible for quality delivery, supplier performance, and establishing appropriate material replenishment processes. Coordinates and leads efforts to address chronic supplier performance issues and/or validation of suppliers during the early supplier selection process as part of Enterprise Product Delivery Process (PDP). Facilitates quality planning activities with suppliers.

Duties:

- Investigates availability of suppliers and materials in the marketplace, implements enterprise/division sourcing strategies, and integrates suppliers in supporting the Enterprise Product Delivery Process (EPDP) and Enterprise Order Fulfillment Process (EOFP).
- Leads and/or participates on multi-functional teams responsible for make vs. buy decisions, resourcing activities, and developing and implementing sourcing strategies. Supports The Engineering Change Management (ECM) process so design changes and product improvements are implemented in a timely and cost-effective manner.
- Maintains an ongoing relationship with assigned suppliers to monitor and improve supplier performance, measures the performance of the supplier, and defines corrective actions. Obtains assistance from other functional representatives as appropriate. May negotiate with suppliers to resolve short-term performance problems.
- Drives continuous improvement in terms of performance and lowest total cost with the supply base, utilizing Achieving Excellence process/criteria and other appropriate supply management tools.
- Develops and executes inventory plans to achieve inventory/asset management and material flow goals. Resolves shipping, receiving, invoicing, and payment problems to ensure prompt and accurate payments to suppliers.
- Leads continuous cost reduction/value improvement activity focusing on Shareholder Value Added (SVA), develops and implements communication plans to key stakeholders.
- Supports negotiation of supply agreements with specific suppliers resulting in cost models, an implementation strategy, and a documented agreement ensuring the Company meets its overall goals for cost, quality, continuity of supply, etc.

Requirements

- Accurate, swift, data entry abilities
- Demonstrated strong customer service skills while working with vendors and suppliers
- 2-3 years of experience based on job duties above
- High school diploma or equivalent required

If you have previous experience in this type of position and are available to start immediately, we want to hear from you today!

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This Job Posting will expire in 10 days.