

President Job Description

Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Support the identification of crucial commodity vendors.
- Create, negotiate, and implement logistics agreements.
- Works effectively across the organization to ensure successful execution of transportation, warehouse, and administrative support on many integrated efforts
- Develop and manage procurement functions for goods and materials needed to support Company operations.
- Create item-specific forecasts over a rolling time horizon for ordering and inventory management purposes.
- Create integrated processes among Operations, Purchasing, Logistics, and outside suppliers to execute the planning/replenishment process.
- Identify systems tools needed to implement planning/forecasting systems. Lead reengineering efforts as it relates to planning and execution systems.
- Manage and supervise staff tasked with creating material requirement plans and/or forecasts.
- Establish key performance metrics and benchmarks relating to supply chain planning/forecasting.
- Measure actual performance against goals regularly and present results to senior management.
- Performs life cycle cost studies
- Defines integrated support requirements
- Prepares estimates, schedules, and support system inputs
- Serves as company contact and spokesperson with suppliers
- Coordinates development of solutions to complex logistics support problems with other product support functions, customers, and suppliers.
- Coordinates transportation for the corporation with customer-driven manufacturing timelines
- Develops and implements logistics plans, including supplier contracts, routing guidelines, problem resolution, and cost containment
- Manages third-party vendor relationships related to logistics

- Manages international and domestic flow of materials
- Evaluates supply chain needs and selection of shipment modes
- Works with carriers and customs brokers to expedite shipments.

Knowledge, Skills, and Abilities

- Superior analytical skills for the preparation of product demand forecasts, financial profitability of products, and inventory management issues
- Superior process improvement skills
- Strong written and oral communication skills
- Strong business partnering and interpersonal skills
- Proven ability to build and manage successful teams
- Organized, flexible, and easily adaptable to changing conditions
- Ability to develop and successfully execute strategy
- Ability to work well in high-pressure situations to meet deadlines
- Ability to deliver solutions on time and within budget while generating superior results
- Ability to combine expertise in material flow management with outstanding knowledge of information and financial aspects of the business
- Ability to effectively operate in a fast-moving international business environment
- Knowledge of supply chain activities, including transforming natural resources, raw materials, and components into a finished product delivered to the end customer
- Knowledge of how supply chains link value chains

Required Qualifications

- Bachelor's Degree in Business, Economics, Engineering, or related field of study (Master's degree preferred)
- 10+ Years of related experience and/or training

Preferred Qualifications

- Supply Chain Management Professional Certification preferred

Physical Demands

- Ability to lift and/ or move up to fifty pounds
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Talking: Expressing or exchanging ideas using the spoken word; those activities where detailed or important spoken instructions must be conveyed to other workers accurately, loudly, or quickly.
- Hearing: Perceiving the nature of sounds at normal speaking levels with or without correction and having the ability to receive detailed information through oral communication and making fine discriminations in sound.
- Repetitive motions: Making substantial movements (motions) of the wrists, hands, and/or fingers.
- The worker is required to have close visual acuity to perform an activity such as preparing and analyzing data and figures; viewing a computer terminal; extensive reading; visual inspection involving minor defects, small parts, and/or operation of machines (including inspection); using measurement devices; and/or assembly or fabrication of parts at distances close to the eyes.

Work Environment

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel. The employee must frequently sit, reach with hands and arms, and talk or hear. The employee is required to stand, walk, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to twenty-five pounds. The job occasionally entails exposure to moving mechanical parts and vehicles for the employee. Regular exposure to ambient lighting and temperate climate conditions is part of the role, as is occasional exposure to extreme heat and cold, mirroring outdoor weather conditions.

- The noise level in the work environment is usually moderate
- For the most part, ambient room temperatures, lighting, and traditional equipment as found in a typical office

The following statements describe the broad nature and work level, but they only exhaustively cover some responsibilities, duties, and skills of the classified personnel. We intend these statements to give a general overview, not an all-inclusive list of required skills and roles.

EEOC Compliance

Job Duties, as documented in this job description, are considered “Essential Functions” and have been created by the Equal Employment Opportunity Commission (EEOC) standards. The standards of the Americans with Disabilities Act (1990) require that employees be able to perform “Essential Functions” of the job with or without reasonable accommodation. Reasonable accommodations may be made to enable individuals with disabilities to perform the “Essential Functions.”