

## Supply Chain Manager

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### **Purchasing Department – Supply Chain Manager**

Power Systems, Inc. is a leading supplier of fitness and sport training equipment and accessories. We are seeking a Supply Chain Manager to join our winning team. The ideal candidate will be a motivated team player committed to providing superior service.

#### **Main Duties**

- Lead and manage Purchasing and Quality Assurance functions.
- Minimize back orders (number of SKU's out of stock, number of customers affected, length of effect, etc.) and manage inventory levels (avoid excessive overstock of product, particularly product that is not in Power Systems top-moving categories). Work with Sales and other functional areas to develop an effective forecasting process.
- Working with Product Development (new and redesigned products) and Marketing (giving consideration to the size of the coming years' catalog), develop and implement strategies to improve the overall cost (and value) of goods offered. Likewise, working with the same two functional areas (and Sales), improve the quality of products sold (quality first/cost second).
- Identify and implement, working with other functional areas, cost savings initiatives and value improvements outside of product costs – e.g., the non-product portion of landed cost, cost of non-logistical services, leveraging premium service from service providers, etc.
- Analyze industry trends and evolving technology to proactively identify active and potential supply chain issues, minimize the risk of supply chain disruptions, and investigate emerging opportunities within the supply chain to make improvements.
- Working with Product Development and Marketing, identify, test, and recommend secondary sources for products and services within the supply chain where possible and appropriate.
- Work with other functional areas to communicate expectations to our suppliers regarding value, quality, speed, and product costs.
- Measure and report supplier performance with the goal to mitigate or eliminate unnecessary process steps and quality issues.
- Keep Executive team apprised of significant supply chain developments, proactively, including recommendations to mitigate/eliminate impact on Power Systems or where Power Systems can take advantage of opportunities.
- Provide analyses within the supply chain and quality as needed.

#### **Education**

A four year Bachelor's degree is required; 5+ years of supply chain and/or sourcing experience; strong business and project leadership skills; able to manage up and down the organization without authority; excellent oral and written communication skills; excellent organizational and analytical skills; self-motivated and success driven; strong knowledge of Microsoft Office products; international experience is a plus (particularly in Asia).

#### **Supervisory Responsibilities**

Directly supervises the Senior Inventory Planner/Purchasing Agent and the Quality Assurance Coordinator. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems. Must present excellent leadership skills that include the ability to lead, teach, coach, mentor, and inspire change and top tier performance.

To perform this job successfully, an individual should have knowledge of Accounting software; Database software; Internet software; Spreadsheet software and Word Processing software. Ability to use personal computer with EXCEL, WORD, ACCESS, MS Project, and the Internet effectively. Ability to operate a 10 key calculator, postage machine, fax, copier, phone, shredder, and printer.

While performing the duties of this Job, the employee is regularly required to sit, stand, walk, bend, reach, and talk or hear. The employee is required to spend a significant amount of time in front of the computer, using the keyboard and ten-key pad. The employee is also required to use the phone. The employee must occasionally lift and/or move up to 25 pounds.

### **Company Information**

Founded in 1986, Power Systems, Inc. is a rapidly growing direct marketing company that values employee commitment to teamwork and success. Our mission is to supply our customers with quality products and exceptional service through a professional staff that strives to exceed customer expectations. All our business transactions reflect a firm commitment to our core value...Integrity.

All Power Systems employees enjoy a relaxed work environment as well as a comprehensive benefit package that is 100% company paid. Included are Medical, Dental and Vision insurance, Short Term disability, Long Term Disability, Life, Flexible Spending Account, 401(k) Plan, paid time off, paid holidays, gym reimbursement program, and more. Learn more about Power Systems, Inc. at [www.power-systems.com](http://www.power-systems.com).

Preference is given to local candidates; relocation expenses are not available.

Power Systems does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, or any other bases prohibited by applicable law.

### **HOW TO APPLY**

Interested candidates should submit a resume of verifiable job history, salary history / requirements and three professional references to [jobs@power-systems.com](mailto:jobs@power-systems.com). Successful candidates may be asked to complete a criminal background check and drug screen. No phone calls, please.