



Supply Chain Business Partner

Classification: Exempt
Reports to: Chief Operating Officer
Date: April 2021

JOB DESCRIPTION

Summary/Objective

Supply Chain Business Partner will lead and nurture a team of professionals, partner with and act as a coach for the Composites Teams to design and drive a strategy to improve Supply Chain and Procurement. Directs an organization's overall supply chain operations, including purchasing and inventory of raw materials, selection of vendors, and distribution of finished goods. Evaluates past performance data to forecast needs and production scheduling. Typically reports to COO. Manages a departmental sub-function within a broader departmental function. Creates functional strategies and specific objectives for the sub-function and develops budgets/policies/procedures to support the functional infrastructure.

Duties/Responsibilities:

The following is a non-exclusive list of the essential functions of the position, which are listed in no particular order. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

- Develops appropriate supply chain strategy to maximize customer satisfaction at the lowest possible cost.
- Leads the supply chain team in executing best practices and measuring performance through agreed upon Key Performance Indicators (KPIs).
- Directs and coordinates global supply chain functions through strategy, resource optimization, profitability maximization, and KPIs resulting in the maximization of customer satisfaction.
- Plans, manages, and coordinates all activities related to the sourcing and procurement of necessary materials and supplies needed to meet the changing levels of product demand.
- Works with plant, warehouse, and logistics departments to determine and set up intercompany transfers.
- Works directly with sales department to determine most cost-effective distribution solution for finished goods transportation to customers.
- Monitors and corrects inventory levels at outside warehouses (3PL) and internally to ensure rotation and maximize working capital.
- Works with freight forwards and transportation companies to set best route and rate (reviews and approves all freight terms and agreements).
- Collaborates with procurement department to determine best practice for freight in and freight consolidation.



- Supports proper implementation and utilization of ERP system.
- Member of the operations staff, responsible to routinely report on department KPIs along with appropriate analysis and countermeasures where necessary.
- Assess inventory planning processes and systems and recommend potential improvement opportunities for optimizing service levels and inventory working capital requirements.
- Develop transformation plans to drive proposed changes in transportation, freight optimization, warehousing & distribution, and develop implementation plan and estimated range and timing of benefits (OPEX / inventory / service delivery)

EXPERIENCE AND EDUCATION

- Bachelor's degree in Business Administration, Supply Chain/Logistics, or equivalent experience
- At least 10 years of experience of supply chain, logistics, or warehouse management experience.
- Experience and demonstrated ability to bring sophisticated equipment and processes on line in a cost effective and timely manner.
- Experience and demonstrated ability leading a team in rapid growth environment.
- Demonstrated ability to build and lead effective customer focused teams.
- Knowledge and demonstrated commitment to comply with California Dept. of Labor, Environmental Compliance, OSHA and other applicable regulations that affect Axiom's operations.

Qualifications / Skills:

- Quick learner with the ability to handle multiple tasks simultaneously, maintain focus, and adapt to a variety of challenges.
- Ability to conduct detailed procedures in a time constrained environment.
- Good written and verbal communication skills
- Strong sense of time organization and urgency
- Demonstrated customer service orientation and interpersonal skills.
- Demonstrated commitment to high integrity and transparency.
- Mature and proactive team player, with strong examples of having worked as a true business partner to the CEO and executive team.
- Ability to attract, hire, develop and retain qualified, high performance team members.
- Demonstrated customer first focus with the ability to balance making it easy for customers to do business while providing strong operational discipline with products and customers.
- Strong analytical skills and experience interpreting a strategic vision into an operational model.
- Strong professional written and verbal communication skills.
- Ability to motivate teams to produce first class results.

Competencies

- Interpersonal skills



- Good communication
- Analytical skills
- Problem Solving
- Presentation skills
- Delegation
- Vision/Planning
- Professionalism

Work Environment

Office setting with prolonged periods of sitting at a desk and working on a computer.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee is required to sit, walk, and stand for extended periods of time. Employee must frequently lift and/or move objects up to 25 pounds and occasionally lift and/or move objects up to 50 pounds.

Work Authorization/Security Clearance

Must be a U.S. Person as defined by 8 U.S.C. 1324b(a)(3) due to export-controlled information.

Position Type/Expected Hours of Work

This is a full-time position. Days and hours of work are Monday through Friday, 8:00 a.m. to 5 p.m., must remain flexible and open to possible schedule changes in order to meet business needs.

Travel

Minimal travel required.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.