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# Example of Supply Chain Planning Anlyst Job Description

Our innovative and growing company is hiring for a supply chain planning anlyst. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for supply chain planning anlyst

* Providing input on program proposals including developing sourcing strategies, cost reduction opportunities, and risk mitigation plans
* Implementing program-specific objectives and Sector level objectives within the supply base
* Work with Procurement and Subcontracts to ensure supplier's compliance to contractual flowdowns, terms and conditions, contractual requirements, specifications and drawings
* Review RFP requirements
* Participate in Cost Strategies (for BOM’s)
* Populate/develop the Request for Quote (RFQ) tool supporting the Bill of Material (BOM)
* Solicit, receive, analyze vendor quotes and recommend/select suppliers
* Attend and brief BOM content at various levels of proposal reviews
* Collect, research and validate purchase order historical data and engineer estimates
* Provide general guidance, reviews of work products, and support to co-workers

## Qualifications for supply chain planning anlyst

* Experience developing/managing small businesses
* 6+ yrs of supply chain, finance, procurement, contracts and/or business management
* Communicate on a regular basis supplier performance metrics (quality, cost, schedule, technical)
* Technical experience in Mechanical products and processes such as brazing, welding, casting, forging, laminated busbars, milling, turning, EDM
* Basic qualification for an SCPA 2 is a Bachelors' degree in a business or technical related discipline and minimum 3 years experience or Masters’ with minimum 1 year experience
* Professional experience in a regulated industry