



Example of Analyst, Supply Chain Job Description

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Our company is hiring for an analyst, supply chain. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don't fill all of the qualifications, you may still be considered depending on your level of experience.

Responsibilities for analyst, supply chain

- Responsible for defined and assigned supply chain management projects
- Respond to internal and external Customer inquiries and any changes relating to Customer orders in a prompt and professional manner
- Initiate corrective action when required and keep supervisors and management informed of critical decisions and status changes
- Perform day to day supply chain cycle of planning, sourcing, producing, and delivering processes
- Coordinate and communicate the master schedule including raw material requirements lists and production plans, often during challenging environments such as plant startups and new product launches
- Prepare, monitor, and lead root cause analysis for supply chain metrics such as forecast accuracy, excess inventory, non-optimal freight, and adherence to production plan
- Create ad-hoc reports, perform data analysis, identify opportunities, and make recommendations that will result in supply chain efficiencies and cost reductions
- Using Six Sigma methodologies support continuous improvement initiatives and development within the Manufacturing, Logistics, and Supply Chain Functions
- Lead supply chain process documentation and collaborate with team members to provide potential improvements based on analytical results
- Work with supply chain team & management to develop KPI's and

Qualifications for analyst, supply chain

- Strong MS Office skills (Microsoft Office, SAP, Visio)
- Experience with SAP, BI and advanced planning system
- Ability to clearly articulate/discuss complex information with the site (all levels of the organization), discern their needs, and develop solutions to address those needs
- BS degree or equivalent – engineering, technical, statistics, business
- Limited experience using metrics and analytics to drive business decisions
- Regular usage of ERP and Reporting Systems
- No direct supply chain experience but shown aptitude to learn quickly