



Example of Analyst, Supply Chain Job Description

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Our growing company is looking for an analyst, supply chain. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for analyst, supply chain

- Maintain accurate railcar activity status, optimize rail fleet network, and minimize demurrage costs by utilizing RailTrac, BTO tool and railroad contacts
- Make recommendations to the Business Management Team for the proper number of railcars in the OTG lease fleet and sub-fleets
- Assist plant and transload personnel in their liaison with local railroad personnel when necessary
- Create ad-hock reports, perform data analysis, identify opportunities, and make recommendations that will result in supply chain efficiencies and cost reductions
- Act as liaison between Corporate Operations, Branch Operations and Warehouse departments for all velocity issues
- Provide feedback to Corporate Operations regarding process improvements and product storage issues
- Respond to all branch communication regarding current velocity projects and status of new catalog item slotting
- Ensure WORC center velocity reports, various other reports and code changes are in line with all corporate velocity standard operating procedures
- Performs moderately complex analysis of information, problems, and/or data under general supervision
- Recommends streamlined processes and process improvements to more senior staff members

Qualifications for analyst, supply chain

- Support a collaborative work ethic within the program team and other related program teams
- Attend meetings, send meeting minutes and track progress on actions / open items
- Ensure cross-functional teams are staying on track to meet deadlines
- Track CNs, develop transition plans when updating part revisions to minimize obsolescence, coordinate BOM updates and supplier notifications
- Support product development road-map incorporating design change and implementation to current and future product lines