



Example of Distribution Specialist Job Description

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Our growing company is hiring for a distribution specialist. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for distribution specialist

- Assist with maintaining information on SCM website and update content
- Ensure compliance to specified product programs and SKU Rationalizations
- Coordinate and participate in meetings, including quarterly Vendor Partner Seminars
- Research distribution issues and special projects as assigned
- Collaborate with Purchasing, Operations, Finance, and Culinary on the implantation of SCM, Business Unit and other Functions, Culinary, initiatives
- Application of GR&I's investment philosophy
- Investment Support
- Product Idea Generation
- Product training support
- Investment marketing support

Qualifications for distribution specialist

- You have proven project management and team leadership skills
- You strive to make your team members better by giving real-time feedback
- You live out our culture and values in the workplace
- Minimum of 1-2 years of experience in the financial services industry preferred
- Familiar with Microsoft Office software and tools like WORD, EXCEL, POWERPOINT
- Professionalism with Clients and internal contacts