



## Example of Manager Materials Job Description

Powered by [www.VelvetJobs.com](http://www.VelvetJobs.com)

Our innovative and growing company is looking to fill the role of manager materials. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

### Responsibilities for manager materials

- Leads materials flow and cost requirements/reduction initiatives in a proactive manner
- Negotiates supply agreements with suppliers in order to protect cost, delivery, and availability of materials
- Execution and implementation of the standardization programs for all material management functions, SMART cleanup, master file standardization, online requisitioning, and EDI, item merge management, item location, GL management, PAR file management, order frequency and contract optimization
- Assist with organization, labeling and set up of OR supplies, SKU reduction, and the building of PAR files for new facilities, and facility acquisitions
- Facilitate the implementation of market based purchasing projects at the facility through coordination with the DCRD, SCO, VPO and CRD
- Oversees the addition of new items to the facility, working with staff to complete cost analysis, assure contract compliance, and SKU reduction when possible
- Raise/resolve facility based supply issues and improvement opportunities
- Facilitate the standardization of products and optimize supply utilization through effective collaboration with CRD, Administrator, Physicians, Clinicians, and vendors
- Demonstrates knowledge of occurrence reporting regarding potential patient safety issues and assists center personnel with utilization and completion of HPG website reporting tool

situations

## Qualifications for manager materials

- University degree or above with preferred majors at Science, or Chemical engineering
- Analytical and problems solving skills Six Sigma and Lean a definite plus
- Outstanding developer of talent, constantly sourcing, coaching, and developing people in order to build a talent pipeline
- Prolonged sitting, standing or walking, as required
- May be required to lift up to 50 lbs depending on the job
- Minimum Degree in Business, Supply Chain or equivalent