



# Example of Senior Supply Chain Analyst Job Description

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Our growing company is searching for experienced candidates for the position of senior supply chain analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for senior supply chain analyst

- Engage the team in continuous improvement, including the use of Lean Six Sigma, to review end-to-end processes and drive out inefficient work processes
- Gathers data from various data sources
- Collects and uploads legacy contracts in ECM
- Encodes pricing agreement using standard template
- Validates and checks POC-provided information for correctness and applicability based on contract agreements and creates contract using ECM
- Recommends revision on contract clauses, terms and conditions
- Sends, monitors and follows up the sign off of the supplier/POC for the contract, and approval process of the contract from POC to Legal
- Identifies problem areas and sources, offers possible solutions and escalates to line leaders / seniors when necessary
- Facilitates the lesson learned collaboration with the projects team
- Propose, implement and support cross functional, multi-site or high level business models to support in alignment with business strategy

## Qualifications for senior supply chain analyst

- College degree (BA/BS) with strong quantitative/analytical curriculum
- Successful candidate will possess excellent communication, presentation, listening and interpersonal skills

- Creative, imaginative, and ability to see trends and patterns in numbers
- Deep understanding of the supply chain management process