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## **Example of Specialist, Material Job Description**

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Our growing company is looking to fill the role of specialist, material. 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 specialist, material

- May support Vendor Master and/or Global Data Synchronization
- May be assigned to Governance Team analyzing and reporting data accuracy
- Coordinate and manage the material intake process by evaluating and entering material attributes
- Maintain and update database by continual research
- Collaborate with manufacturing partners to ensure data accuracy
- Identify and tag materials in project images
- Develop / Maintain a standard build for SPM in collaboration with Discipline Process Leads for Material Management
- Develop / Maintain training documentation for SPM
- Provide training and knowledge transfer of SPM to project teams
- Review and assist definition of discipline workflows and procedures of SPM

## Qualifications for specialist, material

- Strong knowledge of SAP Production Planning, MM and WM/IM modules and concepts
- Working knowledge of pulling large datasets from SAP tables and HANA through scripting and macros
- Familiarity with Tableau and SharePoint design
- Participation in cross-functional teams related to inventory accuracy and warehouse management

•	Knowledge of warehousing, yard management, delivery and lineside presentation strategies to support variable demand	