



Example of Supplier Manager Job Description

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Our company is growing rapidly and is looking for a supplier manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for supplier manager

- Continued development of the supplier management processes and systems
- Implementing quality agreements with subcontractors / suppliers
- Responsible for supplier audit management, including the development of the annual supplier audit schedule and its ongoing maintenance
- Provide direct input into the Management Review process and manage any Supplier Quality actions as a result of the Management Review
- Supporting the development of specifications and release criteria in conjunction with the facility and the design authority/ product engineering
- Assist and facilitate customer complaint investigations for complaints related to subcontractors/suppliers
- Liaison and central point of contact for all technical issues at the contract repair facility
- Monitors, measures, and reports partner performance in the technical/process areas
- Acts very independently, collaborating with internal and external teams, to make decisions that impact the Global Repair Operation (GRO) expenses, product quality, and customer satisfaction
- Develops solutions to critical and long-term problems of a complex nature, which may require cross-functional/cross organizational issue resolution

Qualifications for supplier manager

- Desire to learn and to lead in a high growth environment

framework

- The role involves working across Suppliers for the assigned portfolio/business unit and across PUs for the assigned Supplier
- Detailed knowledge of ISO 9001 and ISO/TS 16949 requirements for Purchasing and Supplier Management
- 5+ years in supplier development role
- 5+ years conducting quality audits