



Example of Supplier Manager Job Description

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Our company is hiring 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

- Works with an overview of the business direction
- Establish & maintains senior level working relationships with commodity supplier, bring a strategy purchasing perspective to all key process
- Conduct regular strategic business reviews with suppliers and stakeholder to ensure continuous improvement of the supply base
- Build up partnership with cross functional teams to ensure successful seamless collaborations and cooperation within the company
- Ensure the efficient and timely exchange of knowledge and information within the corporation to ensure best practices are shared throughout the organization
- Manage sustainable material supply and smooth flow of sourced products from factories to the production sites
- Escalation window for all material supply related issues from internal external supply site and stakeholders
- Supplier capacity management, allocation/expansion/adjustment, liability negotiation
- Supply risk management through difference ways of actual LT, early warning, buffer target set up/review, buffer fulfillment and risk buy etc
- Establish annual target, improvement plans, business reviews and monthly reporting related stakeholder

Qualifications for supplier manager

- Strong working knowledge of cost and financial accounting concepts and ability to interpret complex analysis, budgeting, and business information
- COPC CSP RC or VMO RC certification and knowledge of Six Sigma or other industry standard quality management framework preferred
- Strong communication skills and a positive mindset
- Good technical understanding both theoretical and from practice
- Experience from aftermarket business is a plus