

Assistant Manager, Materials - 14002936

Description

WHY PURINA:

Nestlé Purina PetCare Company is a leader in the pet products industry, dedicated to enriching the lives of pets and the people who love them. Our passion for pets is matched only by our passion for the business.

Innovation and inspiration fill the halls of every Nestlé Purina office. We are pioneers. Our processes are revolutionary. Our pursuit of excellence is persistent. We believe that our people are the source of our competitive advantage, and as we invest in our people, we invest in our shared future. That's why we're a global leader in the pet care category and recently named a 2014 Best Place to Work by one of the world's largest online career communities – Glassdoor.

POSITION SUMMARY:

The Materials Assistant Manager's primary responsibility is to manage and maintain the ingredient inventories to ensure production is adequately supplied.

The Assistant Manager works closely with other plant departments such as Production, Operations Planning, Quality Assurance and Accounting to ensure ingredient inventory is adequately maintained.

The Materials Assistant Manager is also responsible for building and maintaining carrier and vendor relationships to ensure a good working relationship with the plant.

PRIMARY RESPONSIBILITIES:

1. Ingredients:

- A. Execute and review requisitions of all by products, sacked ingredients, frozen ingredients, minerals and liquids (including ingredients purchased by Corporate Buying).
- B. Devise and implement strategies to maintain adequate inventory while establishing ingredient inventory turn rate and dollar investment goals.
- C. Review and coordinate implementation of all new formulas with Quality Assurance, Operations Planning, Production and Accounting.
- D. Know and evaluate all quality standards on incoming ingredients.
- E. Assure all purchasing is in accordance with Company policies and industry trade rules and practices.
- F. Coordinates all purchases and by-product sales with other plants to avoid competition and minimize freight cost.

2. Logistics:

- A. Coordinate in bound logistics for both truck and rail ingredients.
- B. Evaluate usage requirements, storage capabilities, transit and lead times.
- C. Manage demurrage, quality, variance and emergency substitutions.
- D. Accessible after hours to assist in trouble shooting issues.

3. Financial:

- A. Coordinate utilization of bins and storage space for maximum returns.
- B. Analyze and recommend capital improvement projects that enhance profitability and lower cost.
- C. Process quality, weight, freight and detention claims.
- D. Continuous monitoring and analyzing truck and rail rates in addition to evaluating service and reliability.
- E. Maintain/update safety stock report quarterly.
- F. Inspection of light-weight cars and file claims as necessary.
- G. Month-end closing of contracts.
- H. Approve Payables.
- I. Assist department on resolving billing issues with carriers, suppliers and corporate staff.

4. Subordinate Management and Training:
 - A. Assume cross-functional training (inter/intra-dept.) while promoting a safe working environment.
 - B. Assist in evaluating the performance of department personnel.
 - C. Keep abreast of current company information and communicate with department.
5. Miscellaneous:
 - A. Familiarize and operate within current policies outlines in the Buying Policies and Procedures Manual.
 - B. Have working knowledge of Materials Manager's responsibilities and perform these duties in his/her absence.
 - C. Establish working relationship with internal/external customers.
 - D. Assume all other duties as assigned by reporting Manager/Upper Management.

Perform all other duties as assigned by Manager.

Equal Opporutnity Employer

Qualifications

BASIC QUALIFICATIONS:

Education:

Bachelor's Degree from an accredited institution

Experience (Years/Type):

1+ years of experience in a transportation or logistics role

Job

Logistics/Supply Chain/Distribution/Transportation

Primary Location

US-Georgia-Atlanta-Atlanta

Other Locations

US-Georgia-Atlanta-Fairburn

Organization

Nestle Purina PetCare Company

Schedule

Full-time

Qualified Candidates can submit her resume to:

Emily.Ingalls@purina.nestle.com