



SNOWFLOW

Job Title: Supply Chain Co-op
Reports to: Boss Supply Chain Manager
Direct Reports: None

Responsibilities:

1. Supply Chain logistics study and improvement for Cost Reduction
2. Responsible for tracking purchased components to support new product launches. Understanding incoming material characteristics to support efficient inventory management.
3. Set- up and order products using enterprise resource planning (ERP) implementation processes.
4. Track/Update and report on supply chain metrics around cost/delivery/quality
5. Create methods for standard work procedures
6. Competitive bidding to drive down costs
7. Work with design engineers to reduce costs and help improve quality of product
8. Participate in Rapid Improvement (Kaizen) event (1 week-long event to improve processes) to support LEAN Manufacturing

Education: Pursuing a Degree in Supply Chain Management or related field

Experience:

1. Basic understanding of domestic and foreign supply chain concepts
2. Experience with ERP Systems
3. Project Management Skills

Skills:

1. Strong analytical and organizational skills
2. Strong leadership skills to lead a team and pull information from others
3. Problem solving skills
4. Demonstrated computer skills including MS Word, Excel, Outlook
5. Understanding of Lean Manufacturing
6. Ability to take on multiple responsibilities/ projects at once
7. Prioritize based on due dates or importance of projects
8. Accountability to follow up on requests to vendors

**If interested and qualified for this opportunity, please submit a resume and application to the
[BOSS Career Site.](#)**