

	<b>Manager, Supply Chain</b>	Page 1 of 3
		<b>AD4010</b>
		<b>Rev: D</b>

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**DEPARTMENT:** Supply Chain

**REPORTS TO:** COO or Director, Supply Chain

## 1.0 POSITION SUMMARY:

Habco Industries is a key provider of tools, ground and test support equipment that serves the Aerospace Industry; both fixed and rotary winged aircraft. Our customers range from the largest aerospace OEMs in the world, to end users of the aircraft...both commercial and military applications. Habco is a Lean focused organization that has a 50 year history of quality & customer focus in the industry.

For the past 5 years, the company has grown significantly, expanding both the type and caliber of work we manufacture for our diversified portfolio of customers. Our rapid growth has also led to double digit increases in our employee base for the past 2 years. The key to our talent selection process, is finding the right “fit” for our culture. As we tell every candidate we meet with, our culture is extremely unique and definitely not for everyone. It’s not only an extremely fast paced environment, but it’s also a complex business model; extremely low volume, but high mix. In fact, we have the capability and expertise to manufacture as many as 1,000 different products, requiring the purchase of as many as 15,000 detail components on an annual basis. Couple that with our ability to procure 3,000 – 5,000 finished goods annually, and you can immediately understand the complex nature of our environment.

Given our ongoing growth plans, we are actively seeking a high energy, “roll-up your sleeves” dynamic professional to step into the role of Supply Chain Manager. This position will be responsible for the daily oversight of activities related to the purchase, receipt, inventory management and shipping of all manufactured and purchased items for our customers.

This position must effectively work to create and monitor external relationships with suppliers to not only find the best prices for required goods, but also to ensure that needed materials are in stock to meet customer demand, without creating excess inventory. The overall goal is to reduce costs and increase efficiency throughout the supply chain process, while ensuring focus on quality, safety and customer satisfaction.

## 2.0 PRIMARY RESPONSIBILITIES / DUTIES:

- Develop and effectively execute all processes and strategies related to the procurement of inventory and non-inventory items, parts and services, ensuring timely delivery, high quality, and cost-effective pricing to meet customer commitments.

**Habco is an equal employment opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or protected veteran status.**

**All candidates must be a U.S. Citizen or currently have a Green Card to be eligible to work in our ITAR environment.**

	<b>Manager, Supply Chain</b>	Page 2 of 3
		<b>AD4010</b>
		<b>Rev: D</b>

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- Direct all activities related to effectively and efficiently managing inventory turns, purchase price variance and the SIOP process in order to meet customer demand while achieving working capital targets.
- Oversee all purchasing activities including products, materials, supplies, capital equipment and contract services. Develop processes within operations to standardize production planning to optimize production cost and ensure delivery of finished products per customer requirements.
- Oversee the process used in supply chain management to respond in a timely fashion to requests for quotes and proposals.
- Actively manage and monitor supply chain performance, spend data, and related internal metrics to identify improvement opportunities to create sustainable outcomes and solutions across the business.
- Drive the implementation of integrated Supply Chain solutions from customer order to delivery. Continuously generate and execute improvement opportunities of the supply chain process to enhance quality, reliability and cost savings.
- Manage supplier relationships, development and supplier process capability assessments. Ensure relationships with suppliers enable the business to gain access to newly developed raw material sources.
- Closely align with the Planning Team and drive strategies to increase inventory turns and deliver materials to manufacturing.
- Gathers inputs on prices of different raw materials from primary and secondary sources. Supports identification of opportunities for outsourcing and cost reduction.
- Adheres to import, export, and excise regulation as per compliance.
- Develop and direct all activities regarding expediting efforts for the delivery of materials, supplies and services to assure that the needs of the Company are fulfilled.
- Continuously seeks to improve the quality and effectiveness of the global supply chain organization through the effective assessment and selection of key talent.
- Other duties as may be assigned or required.

### 3.0 MINIMUM QUALIFICATIONS:

(All qualified candidates MUST meet All of these Minimum Qualifications with No exceptions.)

- Bachelor's degree in a related field with 7-10 years of years of demonstrated experience in the Aerospace Industry in addition to a minimum of 3 years of people management / supervisory experience in Supply Chain.
- Experienced in all aspects of materials management systems, procurement and supplier development. APICS certification preferred.
- Experience with Lean manufacturing or Six Sigma required.
- High degree of professionalism to include strong diplomacy, tact and the ability to ensure the security of highly confidential information.

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	<b>Manager, Supply Chain</b>	Page 3 of 3
		<b>AD4010</b>
		<b>Rev: D</b>

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- A leader with the ability to inspire and develop people, manage through change and motivate a high performing team.
- Strong verbal and written communication skills; able to communicate and engage at all levels of the organization and the ability to establish effective working relationships.
- Excellent organizational and time management skills with the ability to coordinate and manage various people/projects to ensure timelines are consistently met and that work is prioritized accordingly.
- Experience working and multi-tasking in a dynamic, fast-paced environment.
- Working knowledge of Microsoft Word, Excel and PowerPoint and ERP systems; Epicor highly preferred
- Ability to Travel domestic and international 25% - 50% of the time
- This position requires use of information which is subject to the International Traffic in Arms Regulations (ITAR). All accepted applications must be U.S. Persons as defined by ITAR (U.S. citizen, U.S. Permanent Resident, Political Asylee, or Refugee).

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