

Commodity Manager US Operations

Location: Blackhawk Rd. Rockford, IL

Department: Purchasing

Reporting To: Bob Ruud

Hours: Monday through Friday, 7:30am – 4:00pm

JOB DESCRIPTION:

Reporting to the Director of Purchasing, the Commodity Manager will form an integral part of the Purchasing function in the achievement of operational objectives. With a strong solid background in Engineering, Purchasing and Supply Chain Management, the candidate will take a proactive approach in developing the suppliers to ensure the lowest cost while achieving world class quality and delivery standards. The role is key to leading the company forward in securing quality suppliers of materials and components covering price, delivery and quality targets.

ESSENTIAL FUNCTIONS:

- Manage and control a portfolio of external production suppliers
- Develop supply base strategies to identify suitable technologies and suppliers
- Ensure the parts and materials are bought at the most competitive total cost and the shortest lead-time
- Confidently enter contractual negotiations with current and potential suppliers to identify cost saving opportunities
- Establish strategic relationships with key supply partners aligned to the global supply chain strategy
- Identify new suppliers, agree to terms and negotiate supply agreements where appropriate, including discount agreements and volume rebates
- Foster close working relationships with associated departments e.g. Engineering, Production, Sales and Project Management
- Continually improve purchasing/supply chains methods to drive down external cost
- Continual benchmarking of the market to ensure up-to-date status on latest technology
- Supplier visits both in the US and overseas, such visits may be at very short notice
- Continually review the processes and procedures and work with the Director of Purchasing to implement
- Stringent control of material costs in line with set objectives
- Full involvement with Engineering on the evaluation of new and existing parts and successful integration into the business
- Monitor current and future trends in the global marketplace
- Work closely with Quality to develop the principle of 'Supplier Quality Development' across the supply base

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- High competency level in the use of Microsoft Office (Excel, PowerPoint and Word as a minimum)
- Proven track record of controlling and reducing cost while developing a robust supply base

- Fully conversant with modern day procurement and purchasing techniques
- Experience of purchasing customs, manufactured parts including scheduled deliveries, experience working with MRP and lean replenishment systems is essential
- Experience outsourcing to low-cost countries would be an advantage
- Direct supplier and commodity management for a specific number of suppliers/commodities
- Represent the department at internal meetings and present purchasing performance achievements
- Manage and coordinate purchasing activities with relation to cost, quality and delivery performance
- Continuous development of self and individual team members

EDUCATION AND/OR EXPERIENCE:

- Bachelor's degree in Business, Engineering or a related field required.
- Minimum of 5 years of experience in a Purchasing role or related technical Engineering role.
- CPSM or CSCP certifications preferred.

PAY AND BENEFITS:

- The budgeted range for this role is \$3,461.54 USD to \$5,000.00 USD per biweekly pay period. The range provided is a good faith estimate representative of the desired level of experience for the position. Bergstrom Inc. considers several factors when extending an offer, including but not limited to, the role, function and associated responsibilities, a candidate's work experience, education/training, and key skills.
- Hired applicants may be eligible for benefits, including but not limited to Bergstrom's discretionary incentive, medical, dental, vision, life insurance, short-term disability, long-term disability, 401(k) match, flexible spending accounts, employee assistance program, tuition reimbursement, paid time off and holidays.

TO APPLY:

If you would like to be considered and meet all the position requirements, please [email](#) your resume and cover letter to Andrew Hall in Human Resources.

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