

Thermacell Repellents, Inc. (TRI) Position Specification

Position Title: Associate Sourcing Manager

Reports To: Senior Sourcing Manager

Position Status: Full Time

Location: Bedford, MA

Summary

The Associate Sourcing Manager is responsible for executing sourcing strategies that optimize overall value for Thermacell Repellents, Inc. (TRI) in the procurement of materials, components and services as assigned by the Senior Sourcing Manager. The Associate Sourcing Manager partners with TRI's Senior Planner to ensure that new materials, components and services are delivered on-time to support TRI initiatives. The Associate Sourcing Manager works closely with the Senior Sourcing Manager to identify new suppliers as well as develop TRI's current supplier base capabilities as needed to support new product development and product improvements.

Key Responsibilities

- Manage the relationships with strategic suppliers to meet TRI's current business needs while ensuring the best overall value for the company, and doing so in a way that enables long term success together.
- Negotiate pricing and contracts that deliver the best overall value for assigned materials, components and services.
- Identify and evaluate new suppliers to support risk mitigation and purchasing leverage initiatives.
- Support the Senior Sourcing Manager and Innovation Team with sourcing work to deliver new products.
- Resolve supplier performance issues including on-time delivery, inventory accuracy, and billing / pricing discrepancies.
- Regularly analyze supplier performance and facilitate continuous improvements activities.
- Visit suppliers to perform audits, support running changes to products, and work closely with the rest of the operations team to deliver first time production of new or modified products on schedule.
- Generate Requests For Quotation (RFQ's) and define effective processes to determine the best overall value for TRI.
- Recommend improvements to sourcing processes to generate efficiencies and improve the timeliness of delivery.

- Place a special focus on the sourcing of packaging and display materials. Should be accomplished with both direct suppliers to TRI as well as indirectly (in tandem with strategic partner suppliers) with second tier suppliers.
- Develop and maintain an in-depth market knowledge of materials, components and services as assigned by the Senior Sourcing Manager.
- Partner with marketing and the distribution center to deliver TRI's annual display program in the US and Canada. Source and purchase display materials as needed to keep Made To Stock displays in stock throughout the season and deliver Made to Order display programs on time and in full.

Required Talents, Skills & Experiences

- Minimum of 5 years procurement experience with at least 3 years in a sourcing role
- Good understanding of supply chain principles
- Strong communication and people skills; effective in managing relationships both internally and externally
- Preference for candidates with experience in (the more, the better):
 - Packaging sourcing / development
 - Retail display sourcing
 - Sourcing injection molded / assembled products or components
 - Sourcing of LED's / IC's
 - Sourcing of rechargeable batteries
 - Chemical sourcing
- Self-starter, requires minimal supervision to complete assigned tasks, intrinsically motivated and attitude geared towards continuous improvement
- College degree required with APICS, CPM, or pursuing certification preferred
- Available for 5% - 10% travel domestically or internationally

Compensation

Status: Exempt

Salary Range: Appropriate for skills and experience; compensation includes an attractive benefits package including health/dental insurance, group life, 401K plan, etc.

Bonus Eligible: Yes