**POSITION DESCRIPTION**

Supply Chain Analyst

**THE COMPANY**

[Thermacell Repellents, Inc.](http://www.thermacell.com/) (TRI) is a privately held company with a mission *to liberate people who love the outdoors from the harmful effects of insects*. TRI products include the world’s most effective and fastest growing mosquito repellents. Founded in 1999 and based outside of Boston in Bedford Massachusetts, TRI uses proprietary technology to diffuse a highly effective insect repellent based on a material found in Chrysanthemums. In just a few minutes, this unique technology creates a 15+ foot zone of protection from mosquitoes and other flying insects. Users around the world rate Thermacell Repellents dramatically higher than any other mosquito repellent because its technology works so well without requiring direct skin application.

TRI currently employs **100+** full time employees at our 4 locations (Bedford Massachusetts (Corporate, Dover New Hampshire (Sales), Buford Georgia (Manufacturing & Distribution).

TRI’s controlling shareholder is TA Associates – a Boston based private equity fund with over $32 Billion in assets under management. TA has more than 50 years of demonstrated success helping to scale growth companies around the world in five core industries. TA believes in partnering with high performing management teams, recruiting high-impact talent, providing informed guidance and market intelligence, and helping drive profitable growth. TA Associates is one of the top 100 private equity funds in the world.

**TRI CORE VALUES:**

● Can Do Spirit – it’s NEVER ‘someone else’s job’

● Absolute Integrity – the high road is the only road

● Thrilling our Consumers – they are the well spring of our success, and they must be delighted with Thermacell every time they use one

● Learn – Grow – Adapt (continuous cycle)

● Work Hard, Play Hard, Stay Humble – earn it every day

**POSITION PURPOSE:**

The Supply Chain Analyst will support production related activities at all Thermacell manufacturing locations globally. This role will involve monitoring production schedule against set plans and working with partners to ensure deviations are quickly addressed. The Supply Chain Analyst will be actively involved in the purchase of some components to support Thermacell Contract Manufacturers (CMs), track and report on shipments. The candidate will prepare weekly reports as well as perform analysis of data from CMs and present results for action.

**STATUS:** Exempt

**WORK LOCATION:** Buford, GA

**Working Hours:** Flexible between 8:00 am -6:00 pm

**ESSENTIAL RESPONSIBILITIES:**

• Monitors and report device and Refill production progress. Works with our Contract Manufacturers and internal team to resolve problems.

• Supports any special projects / requirements with our Contract Manufacturers (CM) .

• Provides Daily Refill production status reports.

• Monitors, reconcile and report status of components and finished goods inventory at Contract Manufacturer (CM) location.

• Work with our Contract Manufacturer (CM) to fulfill Purchase Orders and manage production timing while considering current inventory, obsolescence, lead times, product life cycles and production capacity.

• Reviews shipments to ensure pricing, quantity and other details are correct.

• Issuance of POs to Thermacell critical suppliers on behalf of our Contract Manufacturers (CM).

• Books and follow up with shipments and ensure all the necessary documentation are provided to the freight company.

• Provide weekly shipment updates on critical components to our Contract Manufacturers (CMs).

• Review Contract Manufacturers weekly production plans to ensure conformance to schedule.

• Supports shipments by providing TO numbers and any documents needed to facilitate shipping and invoicing.

• Updates and ensure the Global Supply tracker is up to date at all times.

• Set’s up new items, update records and run needed transactions in R+.

• Other duties as assigned.

**REQUIRED SKILLS & EXPERIENCE**

• Associate or bachelor’s degree in business, finance, Supply Chain or a related field.

• Minimum of 3 years’ experience in forecasting, production planning or logistics.

• Analytical thinking and ability to translate data and analytics into a narrative and present the findings/recommendation for action.

• Experience using supply chain planning software and tools, NetSuite or other ERP/planning tool.

• Excellent interpersonal, written, verbal and communication skills.

• Ability to problem-solve with strong organizational skills.

• Proficient in MS Office programs - Word, Excel, and Outlook

**THE IDEAL CANDIDATE PROFILE**

• Must be very organized and able to manage multiple priorities.

• Self-driven, team-oriented individual.

• Highly resourceful. Ability to get things done, where resources are constrained, and a hands-on approach is needed.

• Ability to multi-task work under pressure and meet deadlines.

• Good fit with Thermacell values (Absolute Integrity, Can-Do Spirit, Thrilling Consumers, Learn-Grow-Adapt, Work Hard/Play Hard/Stay Humble).

• Accountability (“owns it” and holds others accountable for “owning it”).

• Resilient (understands that things don’t always go the right way; bounces back).

• Proactive (finds opportunities to add value, doesn’t wait to be asked).

• Even-keeled (stays calm and leads through challenging, stressful times).

**COMPENSATION**

Compensation for this position will include a competitive base salary as well as an annual incentive bonus tied to company and individual performance goals. Benefits for this position will include vacation benefits at a competitive level & 10 paid company holidays. Additionally, a company slow-down period is traditionally offered for one week in between Christmas and New Year’s Day.

We are proud to offer a competitive & valuable benefits package that enables you to protect your health, your family, and your way of life. It includes best in class medical & dental insurance where Thermacell pays for 80% of the premiums; Thermacell also pays for the first half of your medical deductible through our Health Reimbursement Account and provides access to an FSA. Long & Short term Disability & Group Term Life insurance (one times base salary plus bonus up to $250K) is also available at no cost to you.  40 hours of sick time is also available on your first day of employment.

Additionally, you will have access to a plethora of voluntary benefits such as vision, supplemental life, accident, and pet insurance for your furry family members! You can find all details and additional discounts in our benefits guide.

You may start contributing to our 401k after completing 30 days of service and you will be eligible for the annual contribution (equal to 3% of base salary subject to the IRS legal limit) after completing your first year.

**WHY WORK HERE?**

Fun and casual environment. Disruptive fast-growth company.  Thermacell is a consumer products company with a mission to liberate people who love the outdoors from the harmful effects of insects. Thermacell technology delivers game-changing, category-leading mosquito protection that helps users spend more time outside focusing on what matters to them.

Awards given to Thermacell include:  Popular Mechanics - Grand Award Winner - Recreation - Best of What's New 2018 New York Times Wirecutter - The Best Mosquito Control Gear for Your Patio or Yard Outside Magazine - Best Car Camping Gear 2018 Backpacker Magazine - Best Backpacking Accessory 2019 Field & Stream “Best of the Best” Award Good Housekeeping Research Institute #1 Tabletop Mosquito Repellent – LIV Smart Mosquito Repellent System-CES TWICE Awards 2022

Thermacell products can be found at fine retailers throughout North America and in over 35 countries around the world. Examples of our retail partners include Walmart, Amazon.com, REI, Bass Pro Shops, Home Depot, Lowe’s, Canadian Tire, Dick’s Sporting Goods, Academy Sports, Target Stores, CVS, Costco, Sam’s Club and Bed Bath & Beyond.