



Chef Works Position Description

Position Title: Manager, Global Supply Chain
Reports to: Director
Updated: February 2018
FLSA: Exempt

Overall:

Plans, directs and leads the work activities and resources necessary for manufacturing products in accordance with cost, quality, quantity and logistics requirements. Establishes and works within departmental policies and procedures and meets agreed upon department objectives.

Essential Functions:

1. Works with overseas Sourcing office to identify global supply chain opportunities. Reviews results of supplier analysis, to evaluate potential suppliers, mills and factories, and manages the overall supplier qualification process. Negotiates agreements with suppliers, mills and factories; ensuring required GP objective is achieved.
2. Evaluates and recommends purchasing and sourcing decisions to management.
3. Seeks opportunities for cost and product efficiency and savings to improve margins. Looks to prevent cost creep.
4. Participates as a member of the GoToMarket / Product Development process as it relates to the Supply Chain function, from conception through shipment. Works with Product Managers, Marketing, Operations, and Sales in establishment of future product requirements.
5. Monitors pre and post product issues as related to the make of the garments to include all compliance for the customer (USA and International Compliance)
6. Define time-line and build up schedules required for product manufacturing; which provide an on-time receipt of a quality product at a competitive price.
7. Develops and updates departmental Sourcing KPIs and metrics for internal use. Keeps internal contacts apprized of supply chain actions / activities.
8. Coaches and develops a competent staff to meet department objectives. Makes recommendations on hiring, termination, promotion and discipline as required.
9. Monitors and stays abreast of industry standards and operational and changes that affect department processes. Recommends process and policy changes to optimize team performance.
10. Develops strong working relationships with other departments to ensure needed resources are available and problems and conflicts are resolved in an efficient, timely and professional manner.
11. Upholds the Chef Works core values.

Minimum Qualifications:

1. Bachelor's degree in business administration, product apparel engineering, textiles, or related field or equivalent work experience. Master's degree in related field, or M.B.A., preferred.
2. 10 or more years progressive global supply chain, global sourcing, and / or manufacturing experience; preferably in the apparel or uniform industry. Previous financial analysis experience preferred. Background and experience must include experience in working with Asian suppliers.
3. Background and experience should include demonstrated experience in the following:
 - a. Knowledge of raw materials and product equipment to support production
 - b. Experience in sourcing new suppliers, agents, mills and / or factories.

- c. Understanding of global trade agreements, customs and logistics, banking laws, contractual agreements
 - d. Ability to quickly ascertain factory manufacturing capabilities in reference to equipment, capacity, sewing skill level, and engineering processes
 - e. Experience with global logistic suppliers to include sea, air and land freight
 - f. Experience in managing logistics and deliveries with forwarders and consolidators
 - g. Understanding of COC requirements, global social compliance and legal issues; which can arise
 - h. Awareness of currency, political, commodity changes and how they affect the sourcing arena
 - i. Knowledge of lean initiatives, and six sigma processes
 - j. Experience in defining internal systems and procedures.
 - k. Knowledge of apparel in the workwear and flame retardant industry categories is a plus
4. Minimum five or more year's previous leadership experience. Demonstrated experience in coaching, mentoring and developing staff.
5. Demonstrated proficiency in the following:
- a. excellent verbal, written and interpersonal communication skills
 - b. ability to identify problems and / or potential problems and then to investigate root cause and initiate timely and effective corrective action
 - c. strong organizational skills
 - d. strong negotiation skills
 - e. leading change
 - f. PC knowledge to include advanced level use of Excel, Word and Powerpoint. Ability to run queries from database programs also required. Experience with PLM / PDM systems required. Experience in the implementation of PLM / PDM systems preferred.
 - g. Excellent presentation skills
6. Ability to work effectively in a fast-paced environment and in meeting schedules and deadlines.

Physical Requirements: Occasional lifting of 20lbs or less (less than 5% of the time) generally at waist level, some above/below waist, none above shoulders. Must be able to do desk work, which includes computer work for extended periods of time. Position also requires extensive use of telephone (to include videoconferencing). Travel of less than 25% also required, generally via airplane.