

<b>Position Title</b>	: Head SCM
<b>Department</b>	: Supply Chain Management
<b>Level</b>	: Manager
<b>Reporting Manager</b>	: SBU Head
<b>Qualifications</b>	: B.E. / B.Tech preferably with post graduation in Materials Management
<b>Experience:</b>	: Min 10 years of relevant experience
<b>CTC (Per Annum)</b>	: 6 to 8 Lacs
<b>Location</b>	: Plant - Bhiwadi (Rajasthan), 40 Km from IFFCO Chowk (Gurgaon)

1. **Position Summary**

To ensure right quantity, right quality and at optimum cost materials in the overall value stream

<b>2. Principal Accountabilities</b>	%
<b>2.1. Ensure efficient supplier management (DWM)</b>	30
<ul style="list-style-type: none"> <li>a. Timely issuance of leveled schedules</li> <li>b. Receipt of materials on time (right quantity and right quality)</li> <li>c. Ensure no loss due to non availability of materials</li> <li>d. Maintenance of optimum inventory levels</li> <li>e. Constantly monitoring of material flow and flag off any critical issues through glass walls</li> </ul>	
<b>2.2. Supplier Management (Upgradation)</b>	15
<ul style="list-style-type: none"> <li>a. Undertake supplier performance evaluation and take corrective &amp; proactive measures to de-bottleneck constraints for improving delivery rating and inventory levels</li> </ul>	
<b>2.3. Introducing pricing and costing strategies</b>	15
<ul style="list-style-type: none"> <li>a. Part of corporate support function in finalizing prices</li> <li>b. To run cost reduction projects to nullify inflation effect at plant level</li> </ul>	
<b>2.4. Look after indirect purchases</b>	10
<ul style="list-style-type: none"> <li>a. Ensure maintenance of optimum stocks of running items</li> <li>b. Ensure quick response at optimum cost to one time purchase request</li> <li>c. Ensure yearly cost reduction on running items</li> </ul>	
<b>2.5. Store and inplant material handling</b>	10
<ul style="list-style-type: none"> <li>a. Ensure high level of 5S in storage and transit areas(incoming and outgoing docks, aisles)</li> <li>b. Ensure FIFO</li> <li>c. Ensure zero deterioration and zero dead stock</li> </ul>	
<b>2.6. Logistics</b>	10
<ul style="list-style-type: none"> <li>a. Logistics contract building in support of lean logistics initiative (Milk run with smaller lots supplies at higher frequency) for inbound and outbound materials movement</li> <li>b. Timely communication to the customers about shipping information</li> </ul>	

<p><b>2.7. Review and Audit</b></p> <ol style="list-style-type: none"> <li>Interaction with plant head on day-to-day basis. Identify issues related to centralized/ corporate purchase, and resolve them amicably</li> <li>Monitor and ensure procedural maintenance and compliance</li> <li>Review internal audit procedural compliance of ISO 14001 and TS 16949</li> <li>Monitor team efficiency and devise improvement strategies in collaboration with HR</li> <li>Ensure maintenance and improvement in SOPs of SCM</li> <li>Monthly MIS generation and calibration with main corporate SCM function</li> <li>Ensuring Early Warning systems</li> </ol>	10
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**3. Critical Challenges**  
 Ensure no stoppage of supplies, early warning systems, problem identification, cost reduction, team play and correct documentation

**4. Unique Knowledge & Skills**

- Thorough knowledge of SCM function on a plant level
- Understanding of market dynamics
- Good at dealing with customers and suppliers
- Analytical skills
- Leadership skills
- Thorough knowledge of systems like TS 16949 and ISO 14001

**Hi-Tech SUCCESS FACTORS**

- Values
- Managing purpose and vision

**5. Interface**

Internal

- SBU Head
- Corporate Head SCM
- Plant Function Heads

External

- Customers
- Suppliers
- Logistics Carriers

**6. Problem Solving & Decision Making**  
 Observing, collecting data, analyzing, using problem solving tools, eliminations, generating optimum solutions and implementing it.