

**DUKE CANNON SUPPLY CO., Supply Chain Manager**

COMPANY AND JOB OVERVIEW

Duke Cannon Supply Company is a fast-growing premium men’s grooming brand that is seeking hard-working, innovative, and solution-oriented team members to support its growth. Our brand was founded in 2011 and has doubled in growth for the past four years. We are distributed in over 30,000 retailers across the country and maintain a strong direct-to-consumer (DTC) business. Even more, the brand has over 200k followers on Facebook, 90k on Instagram, and its products have been recognized in numerous publications.

The Duke Cannon management team is seeking a ***Supply Chain Manager*** to support online sales growth over the next several years. This job is for rock stars only. You must have a passion to work in a highly dynamic, fast growing, and entrepreneurial environment. This role reports directly to the VP of Operations.

The ideal candidate has experience managing inventory in a fast-paced environment, planning and purchasing raw materials and finished goods, and partnering with contract manufacturers on production execution. You must have a track record that demonstrates strong business acumen, ability to assess and mitigate risk, applying processes to solve problems, and championing of continuous improvement. This role includes owning the supply chain and physical flow process from suppliers through production plants and into our Distribution Centers, including management and development of operations team members who report to you. If you’ve only worked for a large company with fully integrated planning systems and it sounds like a headache to be part of developing the scalable planning systems needed to support 2021 and beyond, this role may not be for you.

CORE RESPONSIBILITIES

Planning and Purchasing

* Collect and analyze finished good demand plans from Sales to understand what finished good and component orders need to be placed
* Own placement of component and finished good purchase orders to avoid supply interruption and maintain compliance with our ‘Inventory Management Policy’ which keeps us within healthy inventory ranges and avoids unnecessary excess spend or preventable out of stock.
* Own reporting and improvement planning for key supply chain metrics including:
	+ Weeks on hand for finished good and component SKU’s
	+ Unproductive / slow moving SKU value
	+ Projected supply chain inventory value by month
* Negotiate or support in negotiation of pricing
* Work in close connection with product innovation team on new SKU launches
* Escalating lead time changes or vendor issues which may cause supply risks to the executive team

Inventory Management

* Ensure component inventory accuracy is maintained at contract manufacturing locations, including timely receiving of components at contract manufacturing from vendors
* Ensure accurate and timely finished good receiving at two distribution warehouses
* Own the processes for auditing finished good inventory accuracy at distribution warehouses, and component inventory at contract manufacturers
* Work in close partnership with Finance and Accounting to ensure SKU values and purchase order prices in our systems are accurately maintained
* Work in close partnership with Customer Fulfillment (Outbound) team on potential supply risks, product returns, and customer or distribution warehouse feedback

Vendor Performance

* Overseeing component and finished good production timelines at contract manufacturers, maintaining accurate dates in our purchasing system
* Oversee contract manufacturers finished good and vendor component production quality, including following up on quality or order fulfillment concerns
* Partner closely with vendors to give them visibility to future demand for capacity planning and escalate supply risks to executive team

EXPERIENCE & QUALIFICATIONS

* College preferred; high school diploma or equivalent
* 5-10 years of previous Supply Chain Management, Operations Management, or relevant Purchasing Management experience
* Knowledge of Inventory Management and Accounting practices
* Experience using an inventory management and purchasing system is preferred.
* Strong knowledge of software applications including spreadsheet (MS Excel) and email (MS Outlook)
* High level of organization and attention to detail: Accuracy and precision matter in this role. Do you aggressively question where things don’t look right, and hold a high standard for discipline around core business processes?
* Strong Business Acumen: Ability to connect the dots and understand what portions of the business impact others, predict and mitigate risk, work through new unknown situations, know what to escalate and when.
* High sense of Ownership and Collaboration: Ability to communicate clearly and work effectively across the supply chain, with internal and external business partners. Makes sure the needed work gets done seeking priorities where appropriate, self-starter, strong sense of follow up.
* Resourceful: We value being scrappy – i.e., accomplishing objectives with fewer resources. At times, the candidate will need to find new and creative ways to achieve goals or help us in support of additional job duties.