

## **Materials Manager**

### **About the Company –**

SBE, Inc. (DBA: SB Electronics) is a world leader in film capacitor manufacturing based in Barre, Vermont. SBE, Inc. designs, manufactures, and markets capacitors to numerous companies in a variety of markets throughout the world. SBE Inc. has two major product lines, namely; the traditional SBE leaded capacitors manufactured in both Vermont and China and a newer line of high energy capacitors called Power Ring Film Capacitors™ which are rapidly growing in sales for a variety of applications and markets. As a recent recipient of a U.S. Department of Energy grant, SBE is currently expanding its production of Power Rings for use specifically in Electric and Hybrid Electric Vehicles. See [www.sbelectronics.com](http://www.sbelectronics.com) for more information on the company's products, technologies, and markets.

### **Purpose –**

The position of Material Manager is reporting to the Director of Operations. This position will be responsible for managing all supply chain activities and materials management in a rapidly changing environment; looking to embrace the vision, strategy, and tactic of a Lean Manufacturing Supply Chain located in Barre, VT. This includes administration, oversight and long range planning including procurement of raw materials, supplier sourcing and negotiations, raw & finished goods management, receiving and shipping. This position is accountable for inventory control, finished goods and raw material obsolescence. In addition, this position will support the Corporate Initiatives driving Corporate Quality expectations for all our suppliers and driving continuous improvement activities impacting Cost, Supplier Quality, and Supplier On Time Delivery. Occasional travel should be expected.

### **Responsibilities –**

- Utilize best in class practices in the areas of ERP while setting and achieving company benchmarks related to inventory turns, master schedule compliance, on-time deliveries, and transportation & procurement costs.
- Develop, implement, and lead critical supply management initiatives to enhance the supply base and facilitate cost improvements. Foreign sourcing experience helpful.
- Manage an effective logistics system for inventory management and product delivery that ensures customer satisfaction while meeting the company's business and regulatory objectives.
- Develop and implement sourcing strategies, negotiate contracts, and develop supply agreements for raw materials, equipment, commodities, and services.
- Identify and recommend improvements to supply chain metrics and performance standards using research, supplier relationships, industry knowledge, and best practices.

- Experience with commercial and government clients (i.e. familiarity with DFAR & FAR Terms and Conditions are a plus)
- Manage, train, and develop entire materials group. Recruit and hire additional materials personnel as required to support growth initiatives.

### **Critical Skills, Knowledge, & Abilities –**

- Prior material management experience. APICS and CPIM certifications a plus.
- Overseas sourcing and purchasing experience, including contract negotiations, source selection and supplier evaluations.
- Experience in a technical product development / manufacturing environment, with the ability to understand technical product prints and specifications.
- Experience with ERP business management software required, M2M a plus.
- Excellent interpersonal & leadership skills – ability to build positive relationships at all levels of the organization
- Excellent communications skills – ability to communicate clearly and concisely in multiple media – verbal, written, etc.
- Excellent organizational/time management skills.
- Ability to motivate staff and prioritize work assignments in a fast-paced work environment.
- Ability to participate and help guide cultural change.
- Global Sourcing experience (not including Mexico & Canada)

### **Minimum Educational Level –**

- Bachelor's Degree in Industrial Engineering, Supply Chain Management, Purchasing, Logistics, Materials Management, Business or related field; a MBA is preferred but not required.
- Master's Degree a plus.
- Certification in APICS is preferred but not required
- Must be proficient in Standard office tools ( Power Point, Excel, & Word, etc)

### **Minimum Experience –**

- Experience in improving (creating/upgrading) the operations using Lean and or Six Sigma Tools

- Experience in planning, assessing and implementing change.
- 5-10 years previous supply chain, distribution or materials management experience in a fast-paced manufacturing environment preferred.

**Respond to ---**

Please send resume and letter of interest with salary expectations to:  
[openings@SBElectronics.com](mailto:openings@SBElectronics.com)