

# Materials Specialist: Sr. Materials Specialist

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Supports a team-based material organization. Performs activities in a variety of cross-functional areas including materials planning, total quality management, procurement, supplier quality assurance, supply chain, materials systems, customer service, etc. The incumbents may facilitate self-directed work teams, provide training in "core skill" areas to teams and peers and interact with internal customers and suppliers with respect to product planning, problem resolution, and process improvement. Incumbents are generally experienced in one or more areas of the material function.

## **Knowledge**

Contributes to the development of new concepts, techniques and standards. Considered an expert in the field within the organization. Basic knowledge of engineering design.

## **Problem Solving**

Develops solutions to complex problems which require the regular use of ingenuity and innovation. Ensures solutions are consistent with organization objectives.

## **Discretion/Latitude**

Work is performed without appreciable direction. Exercises considerable latitude in determining objectives and approaches to assignment.

## **Impact**

Effects of decisions are long-lasting and heavily influence the future course of the organization. Errors in judgment or failure to achieve results would result in the expenditure of large amounts of company resources.

## **Liaison**

Serves as consultant to management and special external spokesperson for the organization on major matters pertaining to its policies, plans and objectives. Negotiates with suppliers.

## **Work Products (Examples may include but are not limited to)**

Prepare material cost estimates. Maintain and control material budget for assigned programs. Ensure on-time delivery performance.

## **Minimum Education and Experience**

10+ years of directly related experience with a Bachelor's Degree in Supply Chain, Business or a related field. Advanced MS Word, PowerPoint and Excel skills. Knowledge of MRP systems software.