

Job Title: Supply Chain Manager

Company: Essential Oxygen

Location: Gardena, CA

Essential Oxygen is a triple bottom line company that sees this planet and its people beaming with optimal health and promotes this vision by creating truly effective and clean natural products. We seek conscious, caring and highly capable individuals who want to join us in our mission to elevate this planet and its people.

Position Summary:

The **Supply Chain Manager** is responsible for the ongoing development, implementation and execution of the external manufacturing strategy. This position is responsible for planning, implementing, master scheduling and overseeing production activity at Essential Oxygen's co-packer facilities. This position will be required to generate optimized supply plans designed to meet or exceed customer service and finished goods inventory objectives. The role will work on a range of projects for a variety of products and requirements.

As a key participant in the supply review step of the S&OP (Sales & Operations Planning) Process, the Manager plays a key role in highlighting critical supply risks and opportunities with the goal of balancing the needs of the customers with the capabilities of the operations co-packer partners.

This position will be working closely with the EO and co-packer teams to define work, including: research, identity development, prototyping, product launches, and in market campaign production.

The **Supply Chain Manager** is additionally responsible for supporting a Supply Planning culture that has a high sense of urgency, commitment to continuous improvement, superior communication & a sense of accountability. The primary location will be Gardena, CA.

Requirements

- Must have extensive knowledge of progressive health, nutrition and lifestyle
- Must have strong concern for the environment, sustainability and making the world a better place
- Must have comprehensive knowledge and experience in the natural products industry
- Must have capacity to dramatically scale the production of this fast growing company
- Must deliver exceptional Quality Control

Responsibilities

Product Management Tasks

- Establish strong relationships and partnerships with our contract manufacturers (CM) and work as one team to accomplish the objectives and deliver results.
- Hire and manage on-site warehouse and shipping staff
- Accountable for the execution of the monthly delivery plan with the contract manufacturer
- Responsible for understanding the CM's technical capability, capacity, ability to handle complexity, and navigate change
- Track KPI's of each CM, establish action plans to improve performance, coach, and ensure alignment to best practices

- Develop a sound 12-month Master Production Schedule (MPS), balancing operational efficiencies with inventory & stocking/service objectives.
- Evaluate production requirements versus constraints and work with the CM to resolve issues or outline options for higher level review.
- Conduct regularly scheduled planning meetings to sign-off on the MPS, review the plan, report metrics and to resolve issues impeding execution of the plan.
- Proactively identify & communicate tight supply situations and appropriately prioritize production requirements.
- Maintain MPS accuracy/achievability by keeping system master data and transactional data current (production run rules/rates, changeover requirements, etc.).
- Manage phase-in/phase-out of products, providing direction to the CM and communicate progress to EO team..
- Drive process improvement initiatives to successful completion.
- Responsible for compliance with sustainability policies and practices which are economically viable, socially acceptable and environmentally sound, by supporting programs for conservation, energy efficiency, and recycling, which are critical for our company to achieve tangible environmental results.
- Responsible for the execution of special assignments, weekly category KPI reporting, on-boarding/transfer of CMs
- Drive all operational activity for delivery of monthly production plan with CM through delivery/release at the distribution center.

Purchasing Management Tasks:

- Encourage and coordinate early supplier involvement in highly technical and/or contractually complex new products parts design using the supplier's' expertise to optimize quality and manufacturability.
- Evaluate and determine sources for best ingredients based on quality and pricing.
- Source progressive ingredients and materials for new products
- Willingness to travel when required.
- All other duties and responsibilities as assigned.

Preferred Qualifications

- 5+ years of production/planning/purchasing experience
- Experience with ERP/MRP, Master Planning, Supply Planning, and/or Finite Scheduling preferred.
- Previous project management and / or project execution experience is a bonus.
- Experience in and a desire to work in the natural products manufacturing required.
- Strong analytical, planning, and problem solving skills and be able to manage multiple tasks simultaneously in a fast paced environment.
- Exceptional organizational skills to manage the documentation, materials, and complexity that exist in a contract manufacturing environment.

If you are interested please send your resume to linette@essentialoxygen.com