



### **Position Summary:**

Southwest Windpower is looking for an experienced **Materials Manager** for its Flagstaff, Arizona, facility. Materials Manager will report to the Vice President of Supply Chain and assume responsibility for all aspects of materials flow: including production planning, inventory control, and global logistics management. The ideal candidate has proven experience in driving the planning process.

This is an opportunity to become a key contributor at one of the most exciting companies in renewable energy.

### **Responsibilities:**

- Manage production planning, inventory control, and logistics personnel and processes; provide guidance and training to ensure skill sets, knowledge, and educational capabilities meet position requirements.
- Using lean practices, establish, improve, and implement best practice production planning, inventory control, and logistics processes.
- Develop, implement, and manage a fully-integrated planning process that incorporates inputs from sales, purchasing, engineering, inventory control, logistics, shipping and receiving, quality and other relevant functions.
- Perform analysis of customer demand, sales forecasts, inventory control, and purchasing plans to develop build to order and build to forecast plans.
- Manage the company's efforts to support the internal and external customers through the use of the various assets in the material team to include, but not limited to, inventory control, shipping, receiving, logistics, purchasing, planning, quality, and off-site functions.
- Keep abreast of industry regulations as they pertain to parts handling, export licensing and control customs, and anti-boycott procedures. Ensure various types of materials are adequately stored and controlled appropriately as they are frequently audited for governmental compliance by Department of State, ITAR and FAA regulators.
- Be responsible for developing and publishing key metrics related to planning, logistics, and inventory control including: delivery performance to customer request dates, delivery performance to internal commitment dates, schedule attainment on all production lines, component inventory levels and stock outs associated with purchased and internally manufactured component, inventory turns, and other relevant metrics.
- Track, analyze and report on production's actual schedule position to the master schedule. Coordinates activities to ensure all materials are available for production in support of the master schedule.
- Track, analyze and report on the accuracy of sales forecasts that feed into the production schedule.



- Provide leadership and management to warehouse personnel and operations, including assessing and optimizing warehouse operations and processes.
- Be responsible for managing inventory levels, as well as the processes that support inventory management. Includes transactional processes that cover receipt of goods, transfer of goods to various inventory locations, proper standard work associated with inventory transactions, the annual physical inventory process and the cycle counting processes.
- Implement and manage, in cooperation with Finance, an inventory control system, capable of identifying discrepancies in inventory counts and taking corrective actions to prevent future discrepancies.
- Provide leadership and management to the logistics processes in the facility, including shipping & receiving, and logistics provider strategy and management. A key metric will be a reduction in logistic costs, as well as productivity improvements in the internal processes associated with logistics and transportation.
- Other projects as may be assigned.

#### **Education/Experience:**

- Bachelors' degree in business administration or related field; or an equivalent combination of education and experience sufficient to successfully perform the essential functions of the job.
- Five (5) years of experience in materials operations. Minimum of three (3) years supervisory/management experience.

#### **Skills:**

- Knowledge of and recent experience with relevant SCM Oracle modules.
- Experience with developing successful logistics, inventory, and planning strategies in a manufacturing environment.
- Experience with negotiating strategic agreements with logistics providers.
- Knowledge of governmental regulations and interpretations preferred. Ensures compliance with all corporate, federal, and international regulations, including but not limited to, FAA/EASA Regulations, Import/Export Compliance, Quality Control, Hazmat, Traffic/Material Handling Standards, and departmental procedures.
- Knowledge of Basic Supply Chain Management; to include master planning of resources, detailed scheduling and planning and execution and control of operations.
- Knowledge of international conversions of weight, measures, and monetary exchanges.
- Knowledge of and experience in utilizing Lean SCM principles.



- Experience in warehouse kitting, unplanned demand, receiving, putaway, shipping and transportation processes preferred.
- Six Sigma Green Belt or Black Belt preferred; equivalent formal lean process training.

**Background:**

Southwest Windpower is the recognized global leader in the design, manufacture, and distribution of small wind systems (160-3000 watts). Since 1987, the company has pioneered the development of wind technology and has built and shipped more than 170,000 wind turbines to over 120 countries worldwide and has sales representation in over 88 countries. Applications for Southwest Windpower systems include residential homes, commercial properties, micro grids, remote cabins, telecom transmitters, offshore platforms, water pumping and sailboats. Southwest Windpower is the manufacturer of Skystream, Whisper and AIR distributed wind systems.

On the Web: <http://www.windenergy.com>

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