

CAREER OPPORTUNITY

Deputy General Manager (Supply Chain)

Position Based in	: Karachi – Pakistan
Gender	: Either (Preferably Female)
Age	: Maximum 38 years
Qualification	: MBA / four year graduate preferably with manufacturing background
Professional Experience	: 8-10 years' job-related experience in corporate environment out of which 3 years as senior management position in Supply Chain Department in a reputable company.

Key Accountabilities & Responsibilities

- Manage multiple areas related to procurement, suppliers / vendor management, inventory management, stores / warehousing, logistics, tendering, and sales coordination to ensure that production targets are met in line with organizational business objectives and simultaneously make efforts for cost controlling activities.
- Provide guideline to immediate subordinates in carrying out their day-to-day functions pertaining to stock levels, local purchases, imports, project related procurements etc. ensuring strict adherence to prescribed company procedures.
- Coordination for planning, sourcing, purchasing, and storing material in an optimum manner to fulfill all requirements to ensure delivery of our products to the customer without any issues ensuring that no shortage of input material is there at any stage.
- Keeping apprised for the status, developments and impending problems relating to parts, spares and material(s) required for meeting production plans and smooth running of the Plant.
- Participate in Material Requirement Planning with regard to determination of lead times, re-order levels, safety stocks, minimum and maximum levels, and re-order quantities for stock items, and to actively review all these periodically and to work for revisions wherever deemed necessary.
- Monitor the level of investment in inventories & consumption patterns and ensure these are consistent with current operating requirements.
- Monitor the level of working capital tied in inventories and level of cash purchases to ensure that these are kept within the desirable levels.
- Have close coordination with Customers and address all their issues like timely submission of quotations, follow up for Purchase Orders, giving response to them for issues related with deliveries. Lastly to give feedback to the Customers in case of any complains related to product quality. Coordinate with Customers for any other relevant issues.
- Negotiate with suppliers and contractors for providing raw materials, components, spares, and service required by the company timely and at competitive prices.
- Participate actively in local vendor identification & selection and to work for induction of Vendors as per the Vendor Induction Policy / Process.
- Supervise preparation of procurement / sales budget and to take care of purchase schedules for all major categories and items. Ensure maintenance of complete and up-to date records of sources of supplies, prices, duties, taxes, freight, etc.
- Responsible for annual sales plan, business diversification / development activities & budgeting keeping in view the Company's growth objectives. To implement action plans to achieve sales budget targets / objectives.
- Devise strategies for developing new markets and business, subsequent to target setting, Product wise targets with associated coverage to make target setting realistic and achievable.
- Identify expansion and growth opportunities and use commercial management skills to implement the same.
- Any other responsibility as may be assigned by the management.

Required Skills

Leadership, Conflict Resolution, Decision making, Strategic Thinking, Talent Management, Good Business Analytical Commercial & Interpersonal Skills Management, Good Analytical Acumen. Communication

Interested candidates may apply at hr@security-papers.com. Kindly mention position applied for in "subject line" of your email