



Job Title: Supply Chain Manager – CNC Grinding Industry

About Us:

Campbell Grinder Company is a leader in high-precision engineering and advanced CNC grinding solutions, specializing in delivering high-quality machines and innovative technology to our clients in the aerospace, defense, and machinery industries. We are seeking an experienced Supply Chain Manager to oversee sourcing, inventory, shipping, and receiving.

Position Description:

The Parts & Supply Chain Manager leads the Company's sourcing, purchasing, inventory management, receiving, and shipping activities. This hands-on, commercially minded leader develops efficient processes to ensure parts and materials are available when needed at the appropriate cost and quality while minimizing excess inventory and operating costs. This position works cross-functionally to strengthen supplier and customer relationships, and drive improvements in efficiency, inventory performance, cost, and customer service. ***This is an onsite position.***

Essential Job Duties and Responsibilities:

- **Lead Parts & Supply Chain Operations** Direct and coordinate the supply chain function, establish departmental priorities, allocate resources, and ensure work supports Company and customer requirements.
- **Manage Sourcing & Purchasing** Develop and maintain a reliable supplier base for parts, materials, and services. Evaluate suppliers based on cost, quality, delivery, responsiveness, and overall value. Negotiate pricing and purchasing terms and identify opportunities for cost reduction and improved supplier performance.
- **Optimize Inventory** Establish and maintain appropriate inventory levels based on demand, lead times, customer requirements, cost, and availability. Monitor inventory turns, excess and obsolete inventory, stockouts, and other key inventory metrics. Develop and implement strategies to improve inventory accuracy and reduce working capital tied up in inventory.
- **Improve Shipping & Receiving Operations** Oversee receiving, inspection, storage, picking, packing, and shipment of parts and materials. Establish processes that promote accurate, timely, and cost-effective movement of materials throughout the organization and to customers.
- **Drive Cost Savings** Analyze purchasing and supply chain data to identify and implement cross-functional opportunities to reduce total material, freight, inventory, supplier, and operating costs without compromising quality or customer service.
- **Support Customer Service** Ensure customer parts requests are handled promptly and professionally. Work closely with Service, Sales, and other departments to identify customer requirements, resolve parts-related issues, and provide timely information regarding availability, pricing, and delivery.
- **Manage Supplier Relationships** Build and maintain productive relationships with key suppliers, conduct regular performance reviews, resolve escalated issues, and develop alternative sources to reduce supply chain risk.
- **Lead & Develop Employees** Provide direction, coaching, and accountability to employees within the supply chain functions. Establish clear expectations, promote teamwork, and develop employees to improve departmental performance and customer service.
- **Collaborate Cross-Functionally** Work closely with Service, Sales, Engineering, Manufacturing, Quality, and Finance to coordinate material requirements, support customer projects, resolve issues, and identify opportunities for operational and commercial improvement.
- **ERP & Data Management** Maintain accurate purchasing, inventory, supplier, and parts information within the Company's ERP system. Utilize ERP data and reporting to improve purchasing decisions, inventory management,



forecasting, and operational efficiency.

- **Continuous Improvement** Lead cross-functional initiatives that redesign processes, systems, workflows, and organizational practices to improve efficiency, quality, cost, and customer experience. Establish standards, assign ownership, and monitor results to sustain improvements across the parts and supply chain functions.
- The above description in no way states that these are the only duties to be performed by someone with this job title.

Knowledge & Necessary Skills Required:

- Strong understanding of purchasing, sourcing, inventory management, warehousing, shipping, and receiving processes.
- Ability to lead change, gain cross-functional support, and sustain improvements after implementation.
- Strong negotiation and supplier relationship management skills.
- Ability to analyze purchasing, inventory, sales, and supply chain data and translate findings into actionable improvements.
- Strong organizational and problem-solving skills with the ability to manage multiple priorities.
- Strong communication and interpersonal skills with the ability to work effectively across departments and with customers and suppliers.
- Demonstrated leadership ability, including the ability to establish expectations, hold employees accountable, and develop team members.
- Ability to use ERP data, reports, and system controls to support purchasing, inventory planning, forecasting, and operational decisions.
- Proficiency with Microsoft Office products, particularly Excel.
- Ability to work effectively in a technical, engineered-to-order manufacturing environment.
- Ability to understand technical parts information, drawings, specifications, and bills of material.
- Strong attention to detail and commitment to accuracy.
- Ability to make sound business decisions while balancing cost, quality, delivery, inventory, and customer requirements.

Education & Qualifications Required:

- Bachelor's degree in Supply Chain Management, Business, Operations, Engineering, or a related field preferred; equivalent experience and demonstrated capability may be considered.
- Minimum of 5 years of progressive experience in purchasing, supply chain, inventory management, parts, or related manufacturing operations.
- Prior leadership or supervisory experience required.
- Experience in a technical, engineered-to-order manufacturing environment strongly preferred.
- Hands-on experience using an ERP system to manage purchasing, supplier, and inventory data is required.
- Demonstrated record of improving supplier cost, quality, delivery, or responsiveness through negotiation, performance management, or process improvement.
- Ability to occasionally travel as required to support suppliers or Company activities.
- Ability to work effectively in a fast-paced environment and adapt to changing customer and business requirements.



Company Benefits:

- Relocation assistance
- Company Matched 401(k)
- Health, Dental and Vision Insurance on day one
- Life & AD&D Insurance
- Flexible Spending Account
- Paid Time Off (PTO)
- Bonus Program
- Wellness Reimbursement

