



The Commercial Vehicle Group (CVGI) is a global leader in commercial vehicle system solutions for the heavy-duty truck, construction, agricultural, industrial, marine, and specialty industries. We take pride in building products the same way that we've built our company – with commitment, strength and focused direction.

We're successful because we are committed to continuous improvement. We aren't afraid to take chances with modern processes that may improve the tried and true. We are immersed in technology in every market we serve. We're growing, penetrating emerging markets, and constantly in pursuit of innovation that will improve, shape, and define the future of the global commercial vehicle industry.

We are currently seeking an experienced **Materials Manager** at our Chillicothe, Ohio facility.

In this role, the incumbent will:

- Manage the activities the materials department to include customer service, inventory control, supply base management, scheduling, and shipping/receiving.
- Issue vendor releases.
- Expedite receipt of production materials and assist in expediting all other materials.
- Notify receiving of scheduled part deliveries if parts are expedited.
- Schedule cycle counter and complete analysis of cycle counts, monitor schedules, maintain cutoff dates for cycle adjustments and month end close.
- Troubleshoot incorrect counts and adjust; key entries to maintain accurate inventory counts.
- Maintain physical inventory with a variance of 1.5% or less.
- Partner with accounting to ensure balance between book and perpetual inventory counts.
- Interact with Engineering in maintenance of engineering change coordination.
- Collaborate with manufacturing to advise team of potential parts shortages.
- Uphold and maintain the team oriented environment with quality goals.
- Supervise, motivate, and evaluate staff to reach goals and document inventory transactions.
- Run Month End reports and make adjustments.
- Problem solve any issues specific to shipping and receiving; reduce obsolescence and waste of materials.
- Responsible for keeping inventory turns and maintain costs at established goals.
- Adhere to established safety policies, procedures and practices.
- Support the organization's efforts toward continuous improvement as well as CVG's goals and core values.
- Demonstrate teamwork by collaborating with others to improve overall standards of performance and service.
- Provide top-notch customer service to all customers, both internal and external.
- Participate on special teams and complete additional tasks as assigned.

Requirements:

- Bachelor's degree and/or 5-7 years' directly related experience including experience in providing departmental leadership to direct reports; CPIM certificate preferred.
- Excellent written and verbal/interpersonal communication skills; able to effectively communicate across multiple levels of the organization including senior management.
- Must have high level organizational skills and attention to detail.



- Team player able to work well in a group and take direction, as well as an individual contributor able to work autonomously in a fast pace environment.
- Fluent with MS Office 2013 including advanced Excel skills.
- Desire to be part of a growth business and operate in an ever-changing environment.
- Ability to work a flexible schedule and travel as business needs dictate.

Sponsorship is not available for this position at this time.

Our eligible associates enjoy competitive wages and benefit package including comprehensive medical, dental, vision, 401(k) plan, company paid life insurance, paid holiday and vacation time off.

Resumes may be submitted as directed below. Include the job title in all submissions.

Email:

Jenna.Commisa@cvgrp.com

Fax:

Attn: Jenna Commisa
614-289-0377

Mail:

CVG, Inc.,
Attn: Jenna Commisa
7800 Walton Parkway
New Albany, OH 43054

Commercial Vehicle Group, Inc. is an equal opportunity employer and makes employment decisions without regard to race, gender, disability or protected veteran status.