



Commercial Vehicle Group, Inc. (CVGI) is a diversified industrial company that provides seating systems, electro-mechanical assemblies, wire harnesses, plastic parts, engineered structures, panel assemblies, and warehouse automation subsystems for many markets including ecommerce, e-tailing, trucking, last-mile delivery, electric vehicles, military equipment, warehouse equipment, buses, construction equipment, agricultural vehicles, specialty transportation vehicles, mining, industrial equipment and off-road recreational markets.

We are currently seeking an experienced **Materials Analyst** at our Monona, Iowa facility.

**In this role, the incumbent will:**

- Plan, purchase and expedite materials for our manufacturing facilities, while maintaining acceptable inventory levels.
- Analyze requirements and place purchase orders with suppliers utilizing best buy practices through Oracle MRP system.
- Reschedule and expedite material to meet manufacturing requirements, including material transfers.
- Responsible for analysis and return of excess & obsolete materials
- Responsible for maintaining acceptable raw material levels and material turns.
- Attend and actively participate in manufacturing, supplier, and customer meetings in regards to material issues.
- Responsible for follow-up actions required from supplier meetings.
- Manage a select supplier base.
- Responsible for on-time delivery, quality issues, and corrective actions for those suppliers.
- Requires strong communication and interaction with suppliers and customers.
- Required to adhere to purchasing procedures, including but not limited to ISO, TS and SOX compliance as related to the purchasing department.
- Support other CVG/MWC departments.
- Problem solving
- Data entry and system maintenance as needed

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:  
[HR@cvgrp.com](mailto:HR@cvgrp.com)

Fax:  
614-289-0377

Mail:  
CVG, Inc.,  
Attn: Human Resources  
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New Albany, OH 43054

CVG is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, genetic information, national origin, age, military or veteran status, disability, marital status, pregnancy, or any other status protected by law.