



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 Manager** at our Chillicothe, OH facility.

In this role, the incumbent will:

- Manage the activities the materials department to include customer service, inventory control, supply chain management, scheduling, and shipping/receiving.
- Uphold and maintain team culture, providing a safe, healthy and positive work environment.
- Supervise, motivate, evaluate, engage, and develop staff to reach goals and document inventory transactions.
- Adhere to established safety and quality systems 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.
- Problem solve any issues specific to shipping and receiving; reduce obsolescence and waste of materials.
- Continuously improve customer service (both internal and external), with a goal of 100% on-time delivery.
- Participate on special teams and complete additional tasks as assigned.
- Ensure vendor forecasts and releases are issued.
- Expedite receipt of production materials and assist in expediting all other materials.
- Notify receiving of scheduled part deliveries if parts are expedited.
- Monitor Supplier delivery performance and issue corrective actions as needed.
- Manage supply chain and collaborate with Suppliers to minimize production disruptions.
- Collaborate with manufacturing team and advise of potential parts shortages.
- Follow IATF procedures regarding materials substitutions, deviations, and engineering changes.
- Develop and maintain a cycle count program. Schedule cycle counts and complete analysis. 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.
- Run Month End reports and make adjustments.
- Responsible for keeping inventory turns and maintain costs at established goals.

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, attention to detail, and ability to apply problem solving techniques.
- Team player able to work well in groups, as well as individually contribute in a fast pace growth environment.
- Experienced in use of Baan, Microsoft Dynamics 365, or other MRP systems.
- Fluent with MS Office 2013 including advanced Excel skills.
- Lean Six Sigma training and experience is a plus.

Ability to work a flexible schedule and travel as business needs arise.

Sponsorship is not available for this position currently.

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

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

Email:
HR@cvgrp.com

Fax:
614-289-0377

Mail:
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Attn: Human Resources
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New Albany, OH 43054

Different people approach opportunities and challenges differently which improves outcomes for customers, employees, and shareholders. CVG is committed to diversity and inclusion and welcomes qualified applications without regard to race, color, religion, sex, sexual orientation, gender perception or identity, national origin, age, marital status, protected veteran status, or disability status or any *or any other status protected by law*.