

SUPPLY CHAIN MANAGEMENT INTERN/CO-OP

Department: Purchasing
Reports To: Purchasing & Estimating Manager
FLSA Status: Non-Exempt
Updated: 04.09.2019

Working at Eckhart is an opportunity to directly impact the future of American manufacturing. We are an Industry 4.0 leader committed to developing advanced manufacturing solutions that enhance the quality of life. Our AUTOCRAFT™ autonomous guided vehicles and FLEXCHECK™ collaborative robotic error-proofing systems lead the market in reliability and dependability. Our suite of solutions include AGVs, collaborative & traditional robotics, 3D printing, conveyance & automation, highly engineered weld fixtures, lift-assist & ergonomic tooling, and mechanical & electrical engineering services. Our solutions improve employee safety, product quality, and productivity at the largest companies in the world.

Eckhart invests in people because we believe it is our people who differentiate our solutions and our company from our competitors. For over 40 years our company has committed dedicated creative minds to conceptualize and design custom manufacturing solutions for industry. Our customers span medical devices, food, consumer packaged goods, aerospace, automotive, industrial machinery, commercial construction, household appliances, and farm machinery & heavy trucks. We thrive solving our customers' most difficult problems and find satisfaction when customers receive safe and efficient turn-key solutions that enhance their quality of life.

Description

Supply chain intern/co-op candidate will interact with our team members within our company such as program management, shipping and receiving, and production floor team members. The supply chain intern will be responsible for assisting supply chain team in meeting both departmental and corporate objectives. This individual will have the opportunity to become an instrumental part of the daily supply chain activities, including reporting, analytics, purchase order maintenance, and supplier management. Our goal is to exceed expectations and ensure our customers receive an exceptional experience at Eckhart.

Essential Duties and Responsibilities:

- Lead daily continuous improvement activities to streamline the shipping/receiving process at Eckhart
- Work with Purchasing & Estimating Manager and Procurement Agent to root cause purchase requisition (PR) variances vs. released bills of material (BOMs)
- Track late shipments and expedites. Identify and root cause top contributors that impact/delay assembly & build process
- Analyze historical direct spend and categorize commodities to evaluate unit cost trends across Top 5 commodities and Top 10 suppliers
- Use data to establish cost saving targets, establish action plans, and execute cost savings initiatives to capture real savings
- Evaluate open purchasing line items with original ship dates that exceed 30 days aging. Establish action plans to close all > 30 days
- Attend industry trade-shows or seminars to capture best practices
- Actively participate in professional development opportunities at Eckhart
- Visit customer facilities and practice the Eckhart Core Values



1800 Fruit Street Algonac, MI 48001

eckhartusa.com Phone: 810 794 4929

- Ensure all customers receive an exceptional experience at Eckhart

Qualifications:

To perform this job successfully, an individual must be professional, proactive, and positive. Having a passion for exceptional customer service and support is a must. Being sensitive to the unpredictable demands and uncertainties associated with customer service is a requisite to delivering superior results and exceeding the expectations of very demanding customers.

Education and/or Experience:

Candidate must be enrolled in a 2 year or 4 year degree program at an accredited college or university.

Key skills and abilities:

- Strong working knowledge of Microsoft Excel and databases
- Interest in market dynamics along with business sense
- Ability to gather and analyze data and to work with figures
- Solid judgment along with decision making skills
- Strong leadership capabilities
- Strong interpersonal skills.
- Good verbal and written skills.
- Proven organizational skills.