

## **Materials Manager**

**Location: Aurivo Dairy Ingredients, Ballaghaderreen, Co. Roscommon**

Aurivo is a large multi-purpose co-operative engaged in a wide range of activities including dairy processing, liquid milk distribution, animal feed milling, retail stores, garden centres, livestock marketing as well as sports nutrition. It employs over 600 people directly and provides jobs for many others in transport, distribution and services.

### **Job Overview:**

Reporting to the Site Manager of the Aurivo Dairy Ingredients Plant, the successful candidate will work as part of a close-knit team to manage the purchasing and stock control of raw materials and other ingredients used in the production process.

### **Key Responsibilities and Duties:**

- Collaborate with other managers to determine the raw material supply needs
- Purchase supplies and materials according to specifications
- Coordinate and supervise receiving and warehousing procedures
- Control inventory levels to ensure availability of material at all times to the production process
- Maintain relationships and negotiate with suppliers to obtain best value and continuously evaluating cost reduction strategies
- Keep detailed records on procurement activity, materials quantity, specifications etc
- Assist in production forecasting to plan future orders for raw materials and supplies.
- Assist with ingredient traceability procedures and lean operational programmes
- Manage the customs process as needed due to Brexit

### **Qualifications and Skills:**

- Experience as materials manager
- Experience in shipping and receiving
- Familiarity with supply chain and inventory management systems
- Understanding of forecasting and budgeting
- Proficient in MS Office
- Excellent organizational and leadership skills
- A problem-solver
- BSc/BA in logistics or relevant role.

Please forward your updated CV to [careers@aurivo.ie](mailto:careers@aurivo.ie) for Thursday 5<sup>th</sup> November 2020