

# ProBuild Holdings, Inc.

## Job Opening - Demand Planning & Replenishment - Roofing

### **PURPOSE**

Provides demand planning forecasting and inventory replenishment responsibilities to achieve appropriate levels of product inventory at all times. Collaboration with other members of the supply chain, sales, marketing, finance, and operations that will enable ProBuild to meet sales and service objectives. Candidates must have product knowledge in the field of Roofing.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Conducts current and future forecasting analysis; establishing and utilizing best methods (statistical models and software tools) in creating forecasts and respective inventory targets.
2. Make recommended adjustments to forecast and inventory targets based on changes in demand and market trends, continually measuring the impact of forecast accuracy.
3. Collect and analyze all data pertinent to creating the sales forecast (historical sales, market trends, seasonality, promotions).
4. Designs and generates weekly and monthly statistical forecast reports and communicates forecast and inventory measurements to management, i.e., forecast accuracy, inventory plan vs. targets.
5. Insures forecasting processes and methods are followed; continuously improving forecasting techniques, methods, and approaches.
6. Manages inventory replenishment for categories that fall under commodity or program products and assist with minimum/maximum recommendations on local products.
7. Leads forecasting and inventory planning meetings with Marketing Managers, reviewing recommended sales forecasts and inventory goals with emphasis on item and category transitions, new product introduction, and promotions.
8. Manages inventory targets (including service and safety stock levels) that are approved by management.
9. Effectively communicates with multiple locations on replenishment orders, inventory levels, lead-times, buying opportunities, stock-outs, etc.
10. Monitors item SKU levels and recommend SKU rationalization initiatives in the future.
11. Proactively facilitating, re-engineering, best practices and consensus between functional experts (Demand Planning, Inventory Management, Purchasing, Sales & Marketing, Operations, Finance, and IT)
12. Maintains documentation and standard operating procedures for demand planning processes and systems.
13. Understands and observes all safety procedures and practices in order to prevent injury to self or co-workers; attends periodic safety meetings as required; may recommend changes to improve safety procedures.
14. Other duties may be assigned.

### **COMPETENCIES**

- Background in master scheduling, forecasting, planning, procurement, inventory replenishment
- Strong knowledge of demand planning and replenishment process
- Experience with DRP/MRP functionality
- Experience using JDA(preferred) or other ERP statistical software packages
- Experience using Oracle E-Business Suite or Value Chain Planning
- Strong analytical abilities
- Good communication and team building skills
- Detail oriented and extreme accuracy
- Extensive spreadsheet analysis and strong mathematical abilities (e.g. pivot tables, v-lookups)

- Knowledge of turn rates and other key inventory performance metrics, and margin contributions, etc.
- Knowledge of demand management/forecasting tools and supply chain issues
- Ability to lead cross-functionally.
- Collaborative skills to balance inventory targets and service levels goals.
- Experience in managing end of life cycle and inventory.

### **MINIMUM REQUIREMENTS**

Bachelor's degree in Supply Chain Management, Business or a related field and three (3) years of purchasing/inventory replenishment and forecasting experience; or equivalent combination of education and experience.

**WORK ENVIRONMENT / PHYSICAL ACTIVITY** *The work environment and physical activity described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

- Work is in an office setting and generally sedentary with physical effort associated with using a computer, but may involve walking or standing for brief periods of time.
- May be required to occasionally lift, carry, push, pull, or otherwise move objects up to 25 pounds.
- Occasional travel by car or plane may be required to attend trade shows.

For information and to apply, contact [www.ProBuild.com](http://www.ProBuild.com) and then the career link.