

BEGA North America is a world-renowned manufacturer of architectural lighting, control, and furniture solutions.

Who we want to be

Companies create a vision statement to answer a very important question, where are we going? A vision statement says what the organization wishes to be like in some years' time. It's usually drawn up by senior leadership to take thinking beyond day-to-day activity in both a clear and memorable way. Here at BEGA, **our vision is to be the industry's premier provider of architectural outdoor lighting, control, and furniture solutions.**

Why we exist

Companies create a mission statement to answer the most important question, why do we exist? Its aim is to provide focus for management and staff. Mission is synonymous with shared purpose and emphasizes how the organization should view and conduct itself. Our mission should find a way to express the organization's impact on the lives of whomever we are trying to serve, and more importantly make them feel it! Here at BEGA, we have an unwavering commitment to quality above all, in our people, products, partners, and processes. Therefore, **our mission is to build quality into everything we do.**

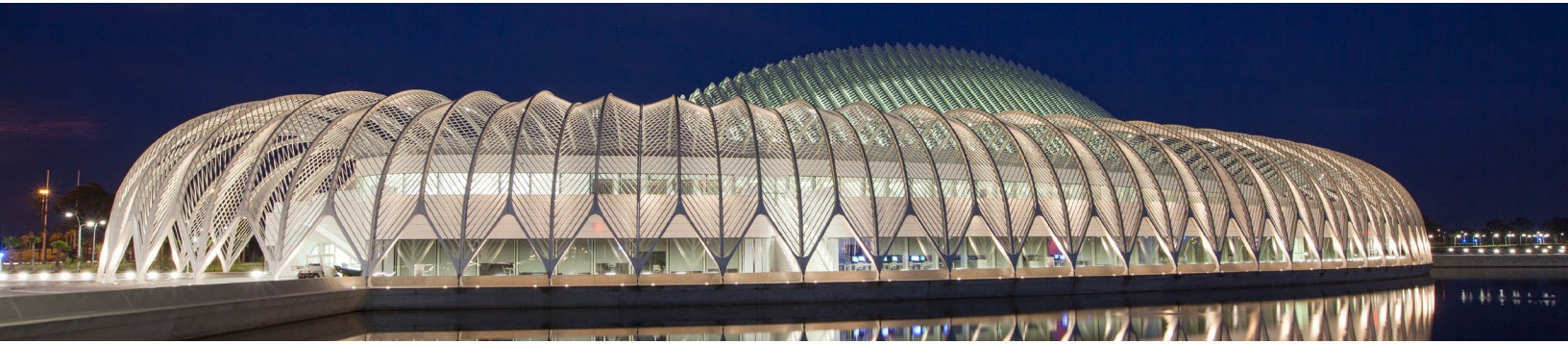
Who we are

Why does a company take time to define its core values? Because values govern behavior and describe our organization's desired culture.

- **Fostering Trust** – Everyone at BEGA is responsible for creating an environment of trust. To do this, each of us must have the freedom to communicate with anyone, and it must be safe for everyone to offer ideas.
- **Building Community** – We are a diverse community of passionate and self-driven individuals who act with integrity, treat people with kindness and respect, hold one another accountable to the highest standards, and collectively promote work-life balance.
- **Embracing Growth** – We embrace perpetual growth and development, continuous learning, and constant improvement, enabling the brand, the organization, and the individual to realize their full potential.
- **Living Responsibly** – We are committed to social responsibility and minimizing our impact on the environment over time. To deliver on this mission critical promise we take a balanced approach to people and the planet.

What we believe in

- **Respect** – we treat everyone with respect by being polite and kind.
- **Integrity** – we act with integrity by being honest and following our moral and ethical convictions.
- **Ownership** – we possess an orientation of ownership and a mentality that desires us all to thrive.
- **Accountability** – we lead by example, always accountable for doing what we agreed we would do.



Position Profile

The Buyer & Planner Supervisor will supervise a team of Buyer/Planners and with this team is responsible for ensuring the continuity of supply to meet business demands while preparing advanced reporting and critical analysis for operations planning and management reviews. This role will involve reviewing alternative supply opportunities. The Buyer & Planner Supervisor will evaluate bids, qualify suppliers, negotiate prices, and provide meaningful, actionable data that balances demand and supply requirements. This position integrates financial and operational plans and requires previous experience in purchasing, supply chain, and data analysis. The role will report directly to the Supply Chain Manager.

Knowledge & Experience

Education:

- Bachelor's degree in Supply Chain Management, Business Administration, Operations Management, or a related field. Certification (e.g., CPIM, CSCP) is a plus.
- Minimum of 5-8 years of experience in procurement and planning within a manufacturing or industrial environment, preferably in a demand-driven environment.
- Experience in managing the procurement of raw materials, components, and managing stock and make orders.
- Proficiency in ERP and planning software (e.g., SAP, Oracle, MS Dynamics, or similar).
- Strong understanding of inventory management, supply chain processes, and material handling in a production environment.

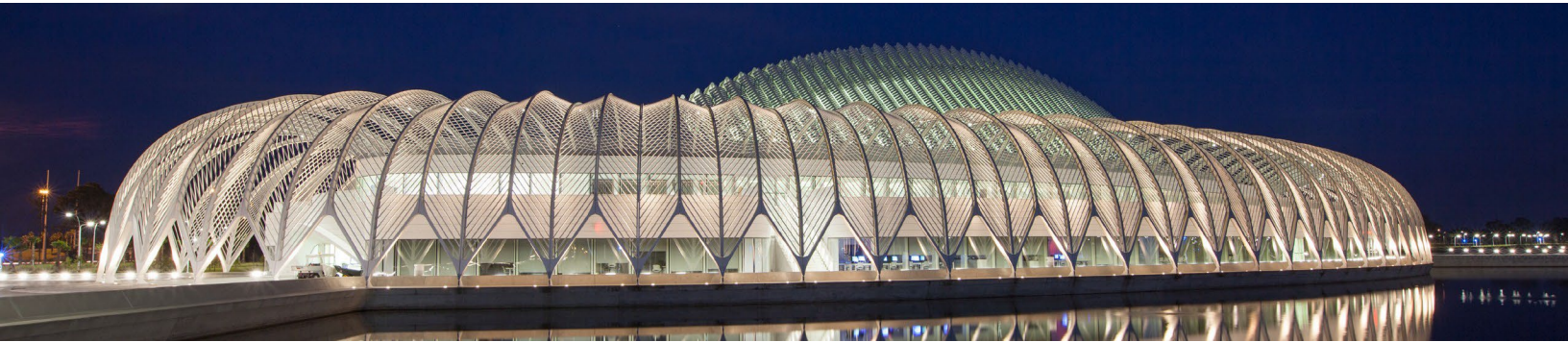
Skills:

- Strong analytical and problem-solving skills.
- Excellent communication and negotiation abilities.
- Ability to work in a fast-paced, dynamic environment with multiple stakeholders.
- Strong organizational skills with attention to detail.
- Ability to handle multiple priorities and tight deadlines.
- Knowledge of lean manufacturing principles is a plus.

Key Responsibilities

1. People Management

- **Managing:** Oversee the daily tasks and operations of the team, ensuring that goals are met, and work is completed efficiently.
- **Training:** Help new employees understand their roles and provide necessary training and orientation.
- **Schedule:** Create work schedules and adjust as needed.
- **Performance and Evaluations:** Monitor and evaluate employee performance, provide feedback, and address any issues.



- Reporting to Senior Management: Act as a bridge between the team and upper management, relaying information and feedback.
- Resolving Conflicts: Help resolve any disputes or issues that arise within the team.
- Ensuring Workplace Safety: Maintain a safe work environment and adhere to health and safety regulations.

2. Procurement Management

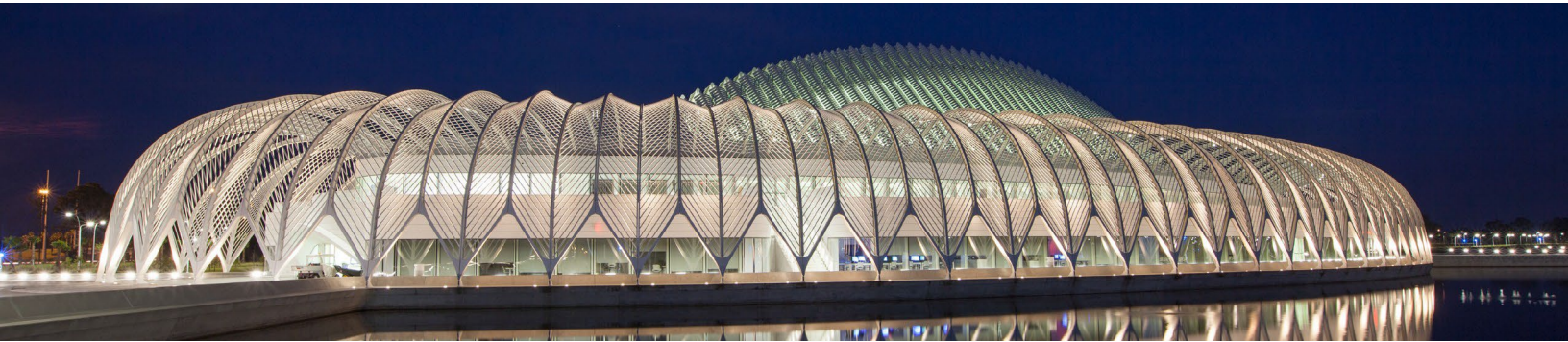
- Procurement Activities: Procure raw materials, components, and sub-assemblies in alignment with customer demand, issuing purchase orders (POs) based on material requirements, lead times, and production schedules.
- Supplier Relationships: Establish and maintain relationships with suppliers, negotiate pricing, terms, and delivery schedules.
- Compliance: Ensure compliance with company policies and standards in all procurement activities.
- Supplier Performance: Monitor and manage supplier performance, including on-time delivery, quality, and service levels.
- Inventory Optimization: Maintain purchase part data (lead times, safety stocks) to optimize inventory levels, prevent shortages and excess stock, and support a 15-day lead time target.

3. Material Planning & Inventory Control

- Material Coordination: Coordinate material and product planning to align with production schedules and demand forecasts.
- Stock Management: Plan and manage both stock and make-to-order procurement activities within the product segment.
- On-Time Delivery: Ensure production has the necessary materials daily to maintain 95%+ on-time delivery.
- Accurate Records: Maintain accurate part planning records to prevent overstocking or stockouts.
- ERP/MRP Utilization: Leverage ERP/MRP systems to track demand, monitor inventory, and adjust plans proactively.
- Production Collaboration: Work with production teams to ensure materials are available in a timely manner to meet production schedules.

4. Continuous Improvement & Cross-Functional Collaboration

- Collaboration: Collaborate with production teams to adjust material plans based on changes in production schedules, demand fluctuations, or supply chain disruptions.
- Communication: Maintain open communication with suppliers, internal stakeholders, and senior management to address potential supply chain issues and align on material requirements.
- Updates to Management: Provide regular updates to management on procurement and inventory status, including material shortages, potential risks, and actions being taken to resolve issues.
- Process Improvement: Continuously monitor and evaluate procurement and inventory planning processes for improvement opportunities.
- Best Practices: Implement best practices and strategies to improve procurement efficiency, reduce material costs, and optimize inventory management, targeting a minimum of 1% productivity improvements per quarter.
- Industry Trends: Stay current with industry trends, market conditions, and emerging technologies to enhance procurement and planning functions.



Performance Measurements

- On-Time Delivery
- Demand to Supply Data Accuracy
- Lead time improvement and efficiency
- Inventory Turns

Leadership Principles

And finally, BEGA has put forth a set of governing principles. If values govern behavior, principles govern consequences, and we've established four principles to provide the entire organization with a set of hierarchical direction for decision making. First and foremost, as a leader at BEGA, you are the Brand. Be proud of it and protect it. Second, People are BEGA's most valuable asset. Our decisions should always reflect this. Third, Safety is our first priority. Zero lost-time accidents is not a goal, it's an expectation. And last but not least, we strive for Excellence in everything we do!

Position Dimensions

- Degree level or Supply Chain/Procurement Certification such as CPSM
- Work cross-functionally within the BEGA family, specifically key areas such as Manufacturing, Engineering, Sales, and Shipping and Receiving.
- General work schedule is Monday through Friday. Occasional overtime may be required on weekdays and weekends when necessary

Salary Range

\$75,600.00 - \$94,500.00 Annually depending on experience/qualifications reflects the negotiable range for hire. The top of the range of \$113,400.00 is reserved for salary advancement and growth for this position.

BEGA North America is headquartered in the heart of the picturesque "American Riviera" just south of Santa Barbara. Additionally, we have BEGA Campus 2 (BC2), which is part of a master-planned community known as Baseline located in Broomfield, Colorado. Baseline is a community created for people who are social by nature, who value experiences over things, and who regularly gaze west towards the Rockies to remind themselves why they live in Colorado. Both settings offer endless access to the outdoors with plenty of activities such as hiking, sailing, and mountain biking. We offer an attractive compensation package, including health care, 401(k), paid time off, educational reimbursement program, wellness programs, and a remarkable work environment.