



Job Posting

Job Title: Director Supply Management
Status: Full Time
Reporting to: Chief Operating Officer
Location: Ottawa, ON

About Lee Valley:

Since 1978, Lee Valley has recognized that woodworking and gardening are not just hobbies, but are for many a lifestyle choice. Lee Valley Tools enjoys a proud 40-year history of providing high-quality woodworking, gardening, hobby, hardware, gift and seasonal merchandise to customers worldwide. Our customer service is renowned. We pride ourselves on providing quality in all products, whether developed and manufactured internally or sourced elsewhere.

A position at Lee Valley is more than just a job – we honor the time and dedication that our people give by providing sustained and meaningful employment and we strive to provide an environment where learning and development are encouraged.

Opportunity:

Lee Valley is seeking a Director Supply Management for a permanent/full-time opportunity. The prime objective of the Director Supply Management is to contribute to and execute inventory replenishment strategies and oversee the supply management and activities related to product and goods that we source, develop, and supply to our customers. Key to the role is to act in a collaborative manner to partner with all internal and external partners, including merchandising, logistics operations, purchasing, inventory, supplies and retail operations.

The incumbent brings a successful track record of modernizing and transforming supply chain networks and systems. The successful candidate must have a deep understanding of end-to-end supply chain, including forecasting, demand planning, inventory optimization, distribution, transportation, supply chain technologies, data analytics and integrated operations planning.

Key Responsibilities:

- Design, develop and execute an efficient cost effective supply chain strategy managing company inventory

- Deploying analytical skills and leveraging data metrics, identify and solve issues/problems
- Manage relations with vendors, communicating requirements such as quantity, delivery times and quality
- Develop and implement key supply chain KPIs and metrics
- Gain a deep and broad understanding of the complexities of the Lee Valley Supply Chain organization: establish the current state and optimal state of the Supply Chain organization, and the strategic roadmap to achieve it; drive the organization forward to achieving efficiencies and optimization in network design, inventory management, fulfillment, sourcing and product availability; and work with the marketing organization to develop comprehensive category management plans to support growth of the business
- Develop an improved SIOF process interacting with sales, marketing, merchandising and finance to better understand demand forecast drivers and work to maximize accuracy of the forecasting, planning and replenishment functions. Drive organizational alignment through the SIOF process
- Pursue continuous improvement within each of the planning processes
- Develop and train a first-class supply chain team and create a positive and high-performance culture which consistently adds value
- Drive the strategic direction of the demand and supply planning process, with a focus on outstanding customer service and supply chain visibility while minimizing supply chain risks
- Collaborate with the senior leadership team to create and continuously revisit a supply chain strategy to meet the evolving needs of the business and our customers

Knowledge and Skills:

- Bachelor's degree in quantitative field, such as finance, engineering or operations
- 7-10 years of experience in supply planning, operations consulting, procurement, logistics or related field in the retail industry
- APICS - CSCP certification is an asset
- 4+ years of management experience – leading and developing people
- Proficiency in Microsoft Excel, including experience in developing “what if” scenarios using quantitative models
- Excellent communication and interpersonal skills
- Ability to think and act strategically and tactically

Interested in joining the Lee Valley Team?

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