

## 70 Years of Building Value Into Building Products

ODL builds products that build value into your home. Designs for every taste, architectural style, and home décor. Products that bring the outdoors--natural light, fresh air—indoors. Ideas that change the game. Styles from classic to craftsman, old world to contemporary. Solutions for privacy or connection, small spaces, entryways or back porches. Decorative doorglass, transoms, sidelights, retractable screen doors, blinds between glass, severe weather doorglass, and much more.

### For our Zeeland, Michigan facility we are looking for a **Technical Sourcing Specialist** to research for New Product Development Projects

**The ideal candidate for this position is an experienced Technical Sourcing Specialist who is adept at performing advance sourcing research for New Product Development projects. This position requires high collaboration with Engineering Department and Senior Buyers. Strategic skills in supplier identification & sourcing, as well as, high proficiency in administrative functions is required. Excellent communications both written and verbal is needed. International and domestic travel may be required.**

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Perform sourcing research to identify and develop new suppliers on a global basis and makes sourcing recommendations to purchasing staff.
- Gathers engineering specifications and performance requirements and develops, solicits and analyzes supplier quotations. Coordinates activities with other departments to ensure delivery, quality, reliability and low-cost consistency. Documents and maintains necessary records and files.
- Ensures specified suppliers meet ODL supplier quality audit requirements. Assumes responsibility, when required, to perform supplier audits in conjunction with ODL Quality personnel.
- Creates and observes project timelines and ensures purchasing related milestones are on time
- May issue purchase orders for tooling and to satisfy component requirements for PV/DV, PPAP, and first production
- Resolves conflicts that arise with supplier delivery schedules to ensure availability of components to achieve program launch expectations.
- Actively supports the company's New Product Development (NPD) initiatives. Works closely with other departments to provide the required new purchased products and/or services in a timely manner. Responsible to utilize and manage PCP process including creation and accuracy of content
- Provides input for developing company-wide strategies and solutions to continuously improve cost levels, stable sources of supply, high quality of commodities and other governing factors related to the Purchasing Department.
- Participates in Value Analysis / Value Engineering (VA/VE) activities for effective cost reductions in material and services. Develops methods to track material, labor, and overhead cost reductions of purchased products and services. Works with necessary departments to minimize costs and maximize efficiency of purchasing function.
- Collaborates with Senior Buyers to understand market trends and systems technology related to job. Performs other duties as necessary in support of business objectives.
- Assumes responsibility to manage secondary direct materials when required.

#### **CANDIDATE REQUIREMENTS:**

- Bachelor's degree Engineering/Technical Science related field; or equivalent. Possesses technical skills and acumen and applies to practices and procedures related to product development and management of suppliers.
- 5-10 years of experience in mechanical or design engineering with sourcing responsibility, purchasing and commercial experience a plus. Demonstrated ability to source diverse manufacturing processes, materials, and tooling. High level of sourcing expertise to develop suppliers capable to meet unique and complex design requests and address issues related to quality improvement.

- Demonstrated ability in written and verbal communications to effectively interface with internal and external contacts at all levels.
- Solid organizational skills to establish priorities, identify and set goals, meet deadlines, etc.
- Proficiency with tools/equipment related to job (i.e. ERP systems, Microsoft Office tools)
- Demonstrated ability to read and comprehend design drawings, performance specifications, and interact with ODL engineering
- Demonstrated ability in problem solving and negotiations to perform job duties independently and make decisions that meet company goals and objectives. Must be able to work on assignments that are broad in nature, involving a high degree of originality and ingenuity; self-directed

Candidates for positions with ODL must be legally authorized to work in the United States. Verification of employment eligibility will be required at the time of hire.

ODL is an equal opportunity employer committed to a culturally diverse workforce. All qualified applicants will receive consideration for employment without regard to race, religion, color, age, sex, national origin, sexual orientation, gender identity, disability status or protected veteran status.

ODL offers a solid track record of growth and expansion in a highly competitive industry as well as a complete benefits package including health/prescription options, dental insurance, vision insurance, short term disability, LTD option, basic life insurance, additional life insurance amounts available including spouse and dependent child coverage through payroll deduction, flexible spending accounts and 401(k) with a company match.

**Please apply via email to:** [human.resources@odl.com](mailto:human.resources@odl.com)

**For a complete listing of ODL Open Positions please visit** <http://www.odl.com/careers.htm>