

This position is responsible for all execution related to inventory and transportation activities in the US and Canada. The Logistics Analyst will support daily operations of the Supply Chain team through completion of scheduled and ad hoc tasks, working internally with Demand Planning, Customer Operations, Project Management and Finance teams, and externally with various logistics service providers.

This position has no supervisory responsibilities.

Logistics Analyst, North America

Location

Chicago, USA

Area of employment

Logistics

From

from now

Your main responsibilities

- **Transportation/Warehouse Management**

- Serve as primary operations contact for day-to-day activities with assigned external warehouses in the U.S. and Canada
- Ensure on time deliveries of North America inbound containers, trucks, parcel, etc.
- Manage timely communication of inbound delays to all necessary functional groups within Storck
- Track and resolve issues related to inspection, holds, and detention of inbound containers
- Coordinate with customs brokers to maintain table of import duty rates for all SKUs
- Manage outbound customer deliveries for North America
- File and resolve freight claims and conduct freight cost analysis
- Coordinate out of network and expediting shipping requests as needed
- Process key export forms needed for customs on exports, as needed
- Process and track weekly/monthly invoices from various service providers as it related to transportation
- Set-up invoices in SAP for freight and warehouse charges to be made through Central Accounting

- **Inventory Management**

- Generate and distribute statistical information related to inventory availability and shipment details
- Manage North American inventory movements and publish monthly snapshot reports
- Maintain accuracy of inventory levels through automated and manual SAP postings of inbound inventory, adjustments due to overages/shortages/damages, returns, sample holds, customs examination holds, etc.
- Proactively manage inventory variances and SAP inventory errors on a daily basis
- Develop and maintain reconciliation of SAP & warehouse inventory values, coordinating with warehouses to perform cycle counts and review activity logs as variances are discovered while facilitating communication with key stakeholders

- Support Supply Chain team as needed during physical inventory counts, annual expense budgeting, and various other projects
- Collaborate with associates to improve efficiency, productivity and processes
- Set-up invoices in SAP for warehousing and inventory expenses to be paid through Central Accounting
- **Other Duties and Responsibilities**
- Fulfill Storck Company Values; Belonging, Passion, and Growth
- Other duties as assigned

Your qualifications

- **Required Knowledge, Skills, and Abilities**
- Strong analytical and data management skills through use of advanced Excel analysis functions as well as a solid knowledge of Microsoft Office (Excel, Word, PowerPoint)
- Pro-active and well-organized, capable of handling a variety of issues and assignments
- Detail-oriented and has the ability to work independently and under pressure with time-sensitive tasks
- Strong written and verbal communication skills
- Problem solver, brings solutions where there are obstacles, versus just identifying obstacles
- Approximately 5-10% travel required. A portion of this travel will take place outside of the U.S.
- **Education and Experience**
- Bachelor's Degree from a four-year college or university in Logistics, Business or related area
- Minimum two (2) to four (4) years' experience within a logistics function, preferably with a CPG company
- Experience working with third-party logistics providers and freight forwarders.
- Certification in Supply Chain Management, Logistics, Warehousing and/or Transportation a plus
- Experience with SAP software strongly preferred

What we offer

Working Conditions:

Normal working conditions for an office environment.

Travel: 10%

Candidate Contact

-
-