



Job Description

Position Title: Supply Chain Manager

Reports to: CFO & Director of Production Operations

Classification: Exempt

Category: Full-time, typically daytime hours Mondays - Fridays

~~To apply, please send **ONE PDF FILE** that includes your cover letter, resume, salary requirements, and three professional references. **PLEASE NAME** the pdf file as follows: last name first name – Supply Chain Manager.~~

~~The file should be emailed to tamara.roach@southerndistilling.com. No phone calls accepted.~~

Job Overview:

As the Supply Chain Manager at Southern Distilling Company, you will play a pivotal role in ensuring the financial health and stability of our organization by overseeing our distilled spirits production supply chain for both contract barrels sales and finished case goods sales. You will utilize sales forecasts to effectively manage production planning, distribution, and client order fulfillment. This role will also include responsibilities related to ensuring seamless operations and high levels of customer satisfaction.

Key Responsibilities:

Supply Chain Management for both Finished Case Goods and Contract Barrel Sales Forecasts:

- Obtain the national finished case goods sales forecast from the Sales department.
- Obtain the contract barrel sales forecast from the Contract Sales team.
- Analyze the forecasts to determine expected demand for different distilled spirit products over specified periods.

Liquid Optimization

- Support the CFO in developing and maintaining a model that looks at optimizing the usage of all barrels.
- Develop strategies to maximize product value and revenue through optimal timing of sales.

Barrel Production Needs Analysis:

- Translate sales forecasts into monthly, quarterly, and yearly production needs.
- Consider distillery production capacity and efficiency, aging time, and ingredient availability when planning distillery production schedules.

Barrel Distillery Production Planning:

- Develop distillery production schedules for each mash bill or other distilled spirits recipe based on sales forecasts and production capacity.
- Balance mash bill runs by distillery production efficiency (long runs) with frequency, so barrels are available in four years, or other preferred age, for dumping.
- Coordinate with the distillery production team to ensure the availability of necessary ingredients and resources.

Barrel Inventory and Warehouse Management:

- Arrange for the barreling of produced mash bills or other distilled spirits for aging.
- Monitor the aging process and ensure sufficient aging time based on product specifications and market demand.
- Track inventory levels of aging barrels in all rickhouses in collaboration with the Barrel Maturation department.
- Utilize inventory management software to maintain accurate records of barrel aging progress and availability.
- Identify by year and month when additional rickhouse space will need to be available for barrel aging.

Barrel Dumping and Finished Goods Bottling Coordination:

- Determine which barrels are ready for dumping based on aging time and quality standards.
- Coordinate with the Barrel Maturation department to schedule barrel dumping and bottling processes.
- Oversee blending activities based on product specifications and inventory levels in collaboration with the Barrel Maturation department.

Finished Goods Bottling Process Management:

- Schedule bottling runs with the Bottling Manager according to production needs and inventory levels.
- Ensure the availability of packaging materials (bottles, labels, etc.) and coordinate with the Bottling Manager.

Finished Goods Distribution Planning & Order Fulfillment:

- Coordinate the shipment of bottled products to multiple warehouses and fulfillment centers.
- Optimize transportation routes and modes to minimize costs and meet delivery deadlines.
- Receive purchase orders from distributors via Park Street, etc.
- Coordinate with in-house and 3rd party warehouse and distributor teams to fulfill orders accurately and on time.

Continuous Quality Improvement:

- Review and analyze supply chain performance metrics on a regular schedule.
- Identify areas for improvement and implement strategies to optimize processes and reduce costs.

Communication and Collaboration:

- Maintain open communication channels with sales, marketing, production, distribution, and other relevant departments.
- Ensure alignment and collaboration across the supply chain.

Regulatory Compliance:

- Oversee compliance with all relevant regulations and standards governing the production, labeling, distribution, and all other aspects of distilled spirits.

Documentation and Reporting:

- Keep detailed records of production activities, inventory levels, and sales transactions.
- Partner with a Controller to develop key metrics to be tracked:
 - Man-hours for sampling (actual to compare to charges to clients),
 - Man-hours in distillery per fermenter/PG produced
 - Utilities per PG produced (water, gas, electricity)
- Generate regular reports to track key performance indicators and provide insights for decision-making.

Qualifications:

- Bachelor's degree in Supply Chain Management, Business Administration, or related field.
- Minimum of 5 years of experience in supply chain management, preferably in the beverage or spirits industry.
- Strong analytical, organizational, and problem-solving skills.
- Excellent communication and interpersonal skills.
- Proficiency in inventory management software and other relevant tools.

Physical and Mental Requirements:

Southern Distilling Company is committed to providing a means for applicants who have a disability to identify areas in which they may request a reasonable accommodation. The following is a description of the physical and mental abilities which are customarily required to perform the essential job functions of this position:

- Vision sufficient to read standard text and read a computer monitor.
- Ability to speak and hear sufficiently, to communicate clearly and understandably in person.
- Physically capable of sitting for a long period of time.
- Ability to routinely climb and descend stairs and ladders, bend, stoop, and kneel in an unconditioned environment.
- Ability to move safely over uneven surfaces or in confined spaces.
- Body strength sufficient to lift and transfer at least 40 lbs.
- Ability to interact professionally with persons from a variety of backgrounds in a high stress environment.

Southern Distilling Company is committed to equality of opportunity in all aspects of employment. It is the policy of Southern Distilling Company to provide full and equal employment opportunities to all employees and potential employees without regard to race, color, religion, national or ethnic origin, veteran status, age, gender, gender identity or expression, sexual orientation, genetic information, physical, or mental disability or any other legally protected status.