



Standlee
PREMIUM WESTERN FORAGE™

Position Title	Supply Chain Business Process Leader
Department	Supply Chain
Reports To	Director Supply Chain
Date of Last Revision	October 14, 2013
FLSA Status	Exempt
Pay Grade / Range	4

Standlee Company Mission Statement

At Standlee Hay Company, we're proud of our long-standing commitment to "Quality At Its Best", dedicated in growing, producing and manufacturing the highest quality forage products available today in the industry. By enthusiastically embracing old and new technology, we will continue to provide customers with industry leading premium and nutritious forage products far into the future.

The Standlee Hay Company has a true passion for the hay industry and has an appreciation for the traditional values that drive our business. We nurture this perspective, as it is the foundation of today and into the future. The cornerstone of our strategy is to always be the best as we uniquely meet our customers' needs.

Standlee Core Values

- We are Driven to Succeed
- We Value Trust, Honest, Professionalism and Integrity
- Our Approach to Performance is Relentless Improvement
- We Pay Careful Attention to Details
- Our Performance Standard is the "Standlee Perfect Order"
- We Value Enduring Relationships
- We Hire Hard and Manage Easy
- We Plan and Manage Positive Change
- We Put Who Before What in Leading and Managing
- We Value the Well Being and Safety of our Employees
- We Empower One Another and Hold Ourselves Accountable
- We are Proud of our Company, Brands and Accomplishments
- We are Business Builders

Position Summary

The Supply Chain Business Process Leader is responsible for processes, integrations, reports, documents and training material to support the Standlee Premium Western Forage Supply Chain functions. Works with other Business Process Leaders and other team members to design, implement, and execute efficient business processes and related solutions that meet the Standlee Premium Western Forage business requirements.

The Supply Chain Business Process Leader may supervise up to 5 subordinates in the areas of Scheduling, Logistics, Inventory Management, Purchasing, Quality Inquires, and HSE activities.

Key Performance Areas (Essential Functions of the Position)

- **Employee Supervision** – directs employee activities, performance management, employee development
- **Purchasing** – conduct business and resource analysis, vetting suppliers, vendor selection, purchasing metrics
- **Advanced Supply Chain Planning** - conducting analysis of sales forecasts to inventory on hand. Obtaining resources to supply sales.
- **Operations Planning** – develop and enact scheduling plans for Company’s production facilities. The plans must be inclusive of all pertinent details to allow for the efficient and timely manufacturing execution of order fulfillment to internal Distribution Centers and Retail Customers.
- **Inventory Optimization** – effective utilization of the Company’s forage inventories to sustain existing business and allow for growth opportunities. Develop and execute inventory management strategies to allow for maximum inventory and storage turn overs (FIFO).
- **Distribution Center Inventory Management** – direct flows of inventory to DC’s as warranted by evaluating sales forecasts vs. forage orders. Do not allow forage to ship to DC’s unless there is a corresponding forecast or an approved and communicated sales opportunity plan.
- **Shipping Execution** – research and implement the least costs methods of transporting the Company’s forage products.
- **Product Inquiry / Claims Administration** – Investigate, Coordinate, and Settle as per approved Company Policies, all customer inquiries / claims. Seek support and approval of Management team as appropriate. Report claims information to Management on monthly basis.
- **Health, Safety, and Environment**-Lead HSE activities with area of responsibility. Be proactively engaged in fostering an incident / accident workplace.
- **Other responsibilities as defined in the scope of the Premium Western Forage Business**

Key Success Factors for Position

- Demonstrated experience successfully implementing business applications preferably for the Supply Chain functions.
- Lead continuous improvements in the Supply Chain functions.
- Challenges the status quo and champions new initiatives; acts as a catalyst of change and stimulates others to change. Leads proposals to Management for project approvals. Manages approved implementations effectively. Provides follow up metrics to demonstrate return of invested resources.
- Fosters open and effective communication. Creates an atmosphere in which timely and high quality information flows smoothly between self and others; encourages the open expression of ideas and opinions.
- Communicate effectively (verbal, written, presentation) to all levels of the organization.
- Influences others to change their mindset and/or behaviors to achieve positive results.
- Shares responsibility for defining and structuring the work to be done.
- Effectively gains commitment with others to produce high quality work.
- Commands the respect and attention of others.
- Motivates people to take action.
- Engages in constructive problem solving with others.
- Pays attention to and seeks to understand others.
- Establishes trust and credibility in relations to others.
- Capitalizes on influence and relationships to establish strategic advantage.
- Enlists the support of his or her management to influence other senior managers.

Key Collaborative Partners

The Supply Chain Business Process Leader must form effective working relationships with both internal and external personnel:

- Supply Chain Subordinates
- Plant Operations
- Supply Chain Partners
- Distribution Center Operations

- Marketing Staff
- Sales persons and staff
- Management Team and Staff
- Information Technology
- Customers – Domestic and International
- State, Federal, International Regulators
- Business Consultants

Valuations

- Responsible for leading inventory and planning processes valued in excess of \$100 million USD.
- Directs activities within Plant, Distribution Center, and Logistics processes of \$20 million USD
- Supports the Quality, Quantity, Innovation, and HSE objectives of the Company of \$5 million USD

Experiences / Education Requirements

Supply Chain Business Process Leaders must possess the following experiences and education.

- Bachelors Degree in Logistics, Supply Chain
- Sales & Operations Planning (4+ years experience)
- Forecasting (4+ years experience)
- Inbound and Outbound Logistics (4+ years experience)
- Inventory Principles and Valuations (4+ years experience)
- Purchasing (4+ years experience)
- Plant Operations (4+ years experience)
- International Business Practices (1+ year experience)
- Commodity Merchandizing Practices (exposure to)
- Agricultural Best Business Practices (exposure to)

Working Conditions

The Supply Chain Business Process Leader spends approximately 75% of the time at a desk and 25%.

Travel Requirements

Up to 25%