



半導体関連の資材管理マネージャー【自社工場・3PLの管理経験が活かせる】 引っ越し手当・単身赴任手当あり。

米国インテグリスの日本法人。半導体業界における材料精製及び保護における製品開発。

#### 募集職種

#### 採用企業名

インテグリス・ジャパン株式会社

#### 求人ID

1494578

#### 業種

電気・電子・半導体

#### 会社の種類

大手企業 (300名を超える従業員数) - 外資系企業

#### 外国人の割合

外国人 少数

#### 雇用形態

正社員

#### 勤務地

山形県, 米沢市

#### 最寄駅

山形新幹線、 米沢駅

#### 給与

600万円 ~ 1000万円

#### 勤務時間

7時間15分/日

#### 休日・休暇

土、日、祝、年末年始

#### 更新日

2024年11月22日 01:00

#### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

ビジネス会話レベル (英語使用比率: 25%程度)

#### 日本語レベル

ネイティブ

#### 最終学歴

大学卒 : 学士号

#### 現在のビザ

日本での就労許可が必要です

#### 募集要項

《本ポジションのミッション及び魅力》

- 山形工場における資材管理マネージャーとして20名のメンバーマネジメント
- APACのサプライチェーンチームとのグローバルMTGに参加。
- 当社の取引先は外資の世界トップシェアを誇る半導体企業
- 資材管理者としての自社工場における在庫管理はもちろん、3PLの管理も担当。
- 他エリアからの入社でも安心な、引越などサポートあり。

**The Role:**

The core purpose is the mission of the job – why it needs to be filled and how it fits into the organization. By narrowly defining the Core Purpose, you're able to define what's needed to solve the existing business challenge(s)

- Material Management function consists of two teams, buyer and warehouse.
- Material Manager needs to:
  - Manage Raw material supply from internal and external, and inventory.
  - Manage People and build strong team.
  - Manage Suppliers with good communication.
  - Supervise warehouse manager who manages in-plant warehouse operations and outsourced operation ( 3PL )
  - Response to audits not only financially but ISO and RBA

**In this role you will:**

What are the expected outcomes? What must this role get done in order to meet your business objectives? Define “what success will look like.

Material Management Manager manage buyers roles below

- Create and process standard purchase orders (PO), outline agreements in SAP to approved vendors (under Global AVL) to optimize inventory.
- Manage supplier order and delivery confirmations and update order details into SAP on a timely manner.
- Communicate any supply gaps back to operations in line with escalation path.
- Update schedule and expedite materials to meet the latest production plan.
- Resolve shipment/warehouse and customs related issues with logistics.
- Follow up with Freight forwarders/Couriers to meet PO delivery ETD/ETA.
- Track supplier performance to commit dates/contracted lead-times and cost.
- Initiate/conduct negotiation with suppliers on tactical execution to improve delivery, quality, performance etc. to meet factory demand.
- Establish and maintain effective relationships with suppliers.
- Manage Supplier quality issue causing block stock and work with QA, SQE, CM for further action/resolution with supplier including RMA/RTV.
- Manage invoice exceptions (VIM) and resolve issues with suppliers and finance.
- Maintain material master/ Purchasing Info Record in SAP to optimize purchasing methods or support NPI. This should be reviewed on monthly basis for active materials.
- Maintain a organization that allows in-house departments to reliably support outsourced companies, and manage and supervise them.

And need to supervise warehouse manager, review their operation and advise what they should do periodically.

**Your success will be measured by:**

Success for the role is not defined solely on the outcome of a project but rather a combination of the results and how these results were achieved. Describe the PACE value competencies that are required.

- Performance that is aligned with company, divisional, plant and material management team's goal with adherence to PACE value which encourage people, teamwork, accountability, creativity, and dedicate to excellence.
- People and Teamwork: Work well with team member and operations team in Yonezawa and oversea by having the mind of tenderness and kindness to other, sincere and modest.
- Accountability, Integrity and Trust: Follow through on commitments and communicate results appropriately.
- Creativity and Innovation: Ability to think outside the box on issues or escalations to solve issue quickly.
- Dedication to Excellence: Delivering smooth and seamless material supply to production with well controlled inventory.

雇用形態：正社員（試用期間3か月）

**給与**

想定年収600万円～1000万円（経験により考慮）

※給与詳細は、能力・経験をもとに当社規定により決定します（委細、面談時に説明）

■賞与：年1回

■昇給：年1回

■残業手当：有

**勤務地**

米沢第一工場

山形県米沢市八幡原2-4736-3

<勤務地補足>

変更の範囲：会社の定める事業所（リモートワーク含む）

<転勤>

当面なし

補足事項なし

#### 勤務時間

9:00～17:15（60分）

フレックスタイム制

コアタイム：10:30～15:30

フレキシブルタイム：5:00～10:30、15:30～22:00

#### 福利厚生

- 通勤手当
- 社会保険完備（健康保険、厚生年金保険、雇用保険、労災保険）
- 退職金制度
- 引越代負担（当社規定による）
- 月2回の帰省費用全額負担（単身赴任者）
- 住宅サポート（単身赴任者）
- 各種慶弔金：結婚、出産、本人・家族慶弔金
- 確定拠出企業年金

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#### スキル・資格

##### Traits we believe make a strong candidate:

What are the Position Specific Competencies? Define the skills/competencies necessary to do the job. These should tie directly back to the purpose and outcome.

- Bachelor's Degree or above
- Native Japanese, business level English
- 3yr experience as Procurement manager in semiconductor industry
- Experience using ERP, preferably SAP system
- Experienced working with suppliers globally and familiar with the International working culture
- Good knowledge of end-to-end supply chain process
- Strong communications and interpersonal skills
- Demonstrated capability to support and work in cross-functional environment
- Possess logical thinking and analytical skills
- Possess problem-solving skills and is flexible to get issues resolved in a timely manner
- Good time management with the ability to multitask competing priorities
- Flexibility to adapt to changing demands and schedules, including needs of the organization
- Basic IT skills, Excel, Word, PowerPoint, etc.

#### 選考プロセス

Step1.オンラインミーティング：採用担当

Step2.1次オンライン面接：Hiring Manager（米沢工場長）、人事マネージャー

Step3.3次オンライン面接：Procurement Manager in Singapore

Step4.最終オンライン面接：Company President in Japan（日本法人社長）

\*オファーする前に就業する場所となる米沢工場を見学いただきます。

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#### 会社説明