



Bay State Milling Job Description

Job Title: SUPPLY CHAIN MERCHANDISER
Department: Supply Chain Services
Reports To: Commodity Manager
FLSA Status: Salaried, Exempt
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SUMMARY

The Merchandiser executes coproduct and select grain procurement strategies to insure optimum milling performance and economic returns. This merchandiser collaborates with position managers to execute plans across the milling business unit product lines. The person is integrally involved in a broad spectrum of aspects of the supply chain including risk management, contracting, logistics execution, quality assurance, regulatory compliance, and commodity hedging. The position continually collaborates with accounting, operations, quality assurance, sales, and transportation to ensure optimal product quality and pricing as well as financial performance. This person will be a member of the Supply Chain Services team performing commodity procurement and risk management for the wheat milling business unit.

ESSENTIAL DUTIES AND RESPONSIBILITIES *include the following. Other duties may be assigned.*

- Procurement of milling commodities, focused disproportionately on organic grain procurement and select IP supply chains and any other commodities as directed. Manage select vendor and grower relationships to insure ongoing access to diverse and optimum sources of grains.
- Collaborate with co-product manager in the execution of by product merchandising, and risk management. Generate and verify accuracy of commodity position reports and flour cost card. Responsible to merchandise positions within risk guidelines to achieve economic returns. Nurture co-product end user relationships to insure ongoing diverse and optimum co-product markets.
- Initiate and manage grain shipments, manage logistics to achieve on-time delivery for mills grist and optimum mill performance. Initiate and manage coproduct shipments, managing logistics to achieve on-time delivery and manage mill inventories. Communicate with grain vendors, co product buyers, carriers, traffic department and mill operations to provide consistent supplies of quality wheat and feed deliveries within logistical and price parameters.
- Verify commodity positions and equity report accuracy. Support the creation and achievement of annual grain and co-product budgets for the business unit.

- Identify and communicate market trends based on observation of regional, national, and global markets. Provide market analysis for management, flour customers, finance, and sales teams. Assist sales in developing cash and futures strategies for flour customers.
- In cooperation with other members of the Supply Chain Services team execute hedging strategies based on market conditions, grain ownership and flour sales utilizing organized futures markets in Minneapolis, Kansas City, and Chicago as well as OTC agreements as required.
- Execute responsibilities to maintain highest practical standards in compliance with feed and food security regulations by partnering with Quality Assurance and Operations teams.
- Team internally and externally consistent with the Bay State Milling organizational health and matrix management model. Collaborate with senior trading staff, peers, and fellow employees in the areas of cultivating excellence, accounting and control, operations, transportation and logistics, procurement, sales, co-product marketing, quality assurance and research and development in problem solving and day-to-day operations.

ORGANIZATIONAL RELATIONSHIPS

Report directly to the Commodity Manager

QUALIFICATIONS to perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and EXPERIENCE

Bachelor of Arts or Science degree from an accredited college or university, or commensurate work experience. Five years of experience in commodity trading.

LANGUAGE SKILLS

English fluency is essential. Must have strong verbal and written communication skills, with ability to respond to either common and sensitive inquiries or complaints from internal and external customers. High attention to detail and a keen eye for esthetics.

MATHEMATICAL AND COMPUTER SKILLS

Competency in Spreadsheet and Word Processing software required (Microsoft Excel, Word and PowerPoint windows applications preferred). Must have familiarity with most types of modern office equipment including copiers, computers, phones, and fax machines. Ability to adopt emerging technologic tools and leverage internet resources a plus. Ability to work with basic mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations is essential.

REASONING ABILITY

Must possess acumen and judgment in business situations, with ability to define problems, collect data, establish facts, and draw valid conclusions.

OTHER SKILLS & ABILITIES

PHYSICAL DEMANDS *the physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit or stand. The Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is generally exposed to a non-manufacturing, office type environment and not subject to noise, dust, industrial type machinery.