

## **PRODUCTION AND QUALITY MANAGER ASSISTANT**

Thanks to an increasing activity, Commençal is looking for a key player to assist in production and quality management. The position, based in Andorra, will be part of the R&D department and report to actual Production and Quality Manager.

### **Areas of responsibility**

- Create, consolidate and communicate forecasts to all suppliers
- Manage ordering process to all suppliers and assembling factories
- Proactive management of all supplier lead-times
- Communicate and update production schedule to internal departments
- Control quality of bike assembly in Asia
- Manage logistic up to vessel loading
- Monitor all supplier billing
- Coordinate EN testing process (from sample testing to report delivery)

### **Qualifications**

- Relevant higher degree (Master or equal) in Supply Chain or equivalent
- Minimum 2 years work experience with responsibility in planning, production process and logistic for multiple locations
- Good knowledge in MS Excel

### **Personal skills**

- Strong knowledge of bicycle industry
- Excellent team player
- Methodical, structured and analytical
- Eye for details and strong desire to drive projects to complete achievement
- Co-operative and dynamic with problem solver abilities
- Fluent in french and english (oral and written). Mandarin is a plus
- Ability to manage a demanding work load and have high work capacity
- Capacity to travel up to 50% of the time with frequent and long stays in Asia

**We offer**

- A unique opportunity to be part of Commençal, and be involved in its dynamic growth
- Fast paced work environment with highly motivated colleagues in a friendly atmosphere

Send your application with CV and cover letter by Feb. 28th at [job@commencal.com](mailto:job@commencal.com). Please indicate "**PRODUCTION AND QUALITY MANAGER ASSISTANT**" in object's application.