# Your Future in Supply Management



"I enjoy, and am sometimes amazed at, the diversity of the supply management practice. In any given week, I can be involved in or called on to influence strategic decisions in logistics, marketing, benefits, travel, telecommunications or any number of functional areas. The diversity keeps the work interesting, influential and challenging. The level of talent, business acumen and intellectual horsepower necessary for success grows daily. It's a great way to gain direct exposure and broad-based business knowledge across a lot of areas. I also like the growing respect and admiration the practice is gaining. It's a great time to be in supply management."



Richard Henderson
Vice President, Procurement
Limitedbrands

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# The Power of Supply Management

Records show that as early as the 13th century B.C., supply management played an important role in business. Today, it would be difficult to find an organization, large or small, that doesn't understand the importance of supply management, and how successful implementation of supply management principles can have a positive impact on its overall success.

When you choose a career in supply management, you have an opportunity to work in a variety of organizations and businesses. Every industry — whether manufacturing or service, governmental, educational or retail — employs supply management professionals.

Supply management is defined as the identification, acquisition, access, positioning and management of resources that an organization needs or potentially needs in the attainment of its strategic objectives. Supply management is one of the six major functions common to most types of organizations:

Supply Management

Finance and Accounting

Marketing

Human Resources

Engineering

Research and Development

The overall goal of supply management is to impact the organization's bottomline in a positive way while delivering the best service to customers at the lowest possible cost. This puts supply management on the center stage of every business operation. While it involves a number of actions, the objectives of supply management can be summarized around nine major goals:

- Provide an uninterrupted flow of materials, supplies and services required to operate the organization
- Keep inventory investment and loss at a minimum
- Maintain and improve quality
- Find or develop competent suppliers
- Standardize, where possible, the items bought

- Purchase required items and services at lowest total cost
- Achieve harmonious, productive working relationships with other functional areas within the organization
- Accomplish the purchasing objectives at the lowest possible level of administrative costs
- Improve the organization's competitive position
   (Source: Leenders, Michiel R., Fearon, Harold E., Flynn, Anna E., and Johnson, P. Fraser, Purchasing and Supply Management, 12th edition, McGraw-Hill, Boston, 2002)

As a supply management professional, your duties may expand beyond the acquisition of materials, services and equipment into such areas as planning and policymaking, motivation, evaluation, product development, and control. Unlike other professions, supply management offers the opportunity to be involved in a variety of activities. One day you may be working on a global contract for millions of dollars and the next day you may be interfacing with your operations staff to plan new processes. Depending on the size of the organization, you may have a variety of responsibilities or you may focus on one area of the supply chain. Some supply managers are actively involved in product design and development, while others may focus on contract development and forecasting.

Regardless of your job title or specific responsibilities, you'll be enhancing a skill set that may include the following:

Negotiations
Strategic alliances

Relationship management

Cost/price analysis Legal aspects of

purchasing
Performance

measurements

New technology/ software

Supplier evaluation

Electronic commerce
Contract development

Strategic planning Team building

Logistics

Economic forecasting
Inventory control
Contract management

Transportation and traffic

Distribution Benchmarking

<sup>1</sup> Burt, David N., Dobler, Donald W., and Starling, Stephen L., World Class Supply Management <sup>500</sup>: The Key to Supply Chain Management, 7th edition, McGraw-Hill, Boston, 2003.

"Supply chain management is a fantastic career to pursue due to the plethora of different types of jobs that are available. Since supply chain management is so large and all-encompassing, a career may include working as a buyer, negotiating contracts, being an inventory manager, an import/export goods manager, transportation manager — the opportunities are endless! When I decided supply chain management was for me, it was because I never wanted to hold the same position for my entire career, but hopefully start with a foundation and build upon it. I am now able to enjoy having many different career path choices and work in almost any company since everyone uses supply chain management!"

#### Elizabeth K. Roberts

Student, Department of Supply Chain Management W.P. Carey School of Business at Arizona State University

# The Power of Supply Management

Of course, the atmosphere in which you work will vary from organization to organization. In larger organizations, the supply department may consist of several hundred employees assigned to specialized tasks and led by a vice president, director or manager who directs the overall operation.

In many organizations, supply management professionals work on cross-functional/inter-functional teams with the organization's design, engineering, financial planning, marketing, sales and planning groups on such issues as determining operational requirements and meeting customer needs. In some organizations, the supply management department may be responsible for spending 50-60 percent of the gross revenue.

The supply management professional's impact is felt in all industries and can exert tremendous leverage on an organization's profitability and operational success. It can also be a tremendously rewarding career opportunity.

### **Diverse and Dynamic**

Supply management is a profession enjoyed by all. Men and women of all ethnic groups hold prestigious and rewarding positions in supply departments around the world. From small businesses to Fortune 500 companies, organizations of all types and sizes rely on supply management professionals to ensure the most efficient and profitable operations possible. World-class organizations will require world-class supply management operations staffed with professionals committed to providing competitive advantage to their organizations.

Supply management is a profession that has something of interest for everyone, whether it be designing, auditing, researching, analyzing, budgeting, forecasting, buying or planning. Supply management departments encompass many different positions at various levels, and whatever the title, supply managers are involved in a truly broad career directly impacting an organization's bottomline and success. The challenges are great — but so are the rewards.

# **Changing Times Mean a Changing Profession**

Yesterday's supply manager pushed paper in a reactive environment. Today's supply manager is being asked to take a proactive approach to contribute to the strategic direction of the organization. Supply management strategy is recognized as a strategic weapon equal in importance to other functional areas of the organization like marketing, finance and production. This ever-expanding role often requires supply managers to do business in a variety of different ways. The use of supply management tools like strategic alliances, integrated suppliers and early supplier involvement requires that supply managers take on roles as relationship managers, both inside and outside the organization. As a result, both verbal and written communication skills are important for success in the profession. Supply managers must also understand technology and its many uses, as well as data analysis and finance.

The increasingly interconnected world in which we live is also having an impact on the supply management profession. Supply managers may be asked to find and evaluate international sources of supply and to integrate and coordinate requirements across the globe. As a result, cultural understanding and language skills may be important in your position.

Strategic skills, a global perspective and the ability to manage professional relationships — these are just some of the characteristics of the successful supply management professional in the 21st century.



"Any 'stint' in supply management, regardless of one's career aspirations, is tremendous preparation for a person's ultimate career. That's because supply chain touches so many facets of business that the field is a natural opportunity for understanding the big picture. From incoming materials through the planning and manufacturing process, to outbound finished product, supply chain touches every part of this entire process. This multifaceted field helps an individual to learn 'how a company thinks.' It has been rewarding for me every step of the way. As supply management and procurement organizations have struggled to evolve from a back-office function to a key strategic function, I have been lucky enough to participate in that and be an agent for change. I have also had the privilege of working with dynamic teams who shared the vision that a new approach to supply management would make a crucial difference in corporate profitability and global competitiveness."

Theresa M. Metty, C.P.M. Senior Vice President and Chief Procurement Officer Motorola, Inc.

## **Examples of Supply Management**

### Supply Management Titles — What's in a Name?

There are a variety of titles and careers in the supply management profession. Different organizations may refer to the same job by different names to better suit their needs. Following are some supply management related titles gathered by the Institute for Supply Management "'s (ISM) Information Center.

Vice President, Strategic Sourcing

Buyer/Senior Buyer

**Purchasing Director** 

Director, Strategic Planning

Executive, Special Supplier Relations

Director of Contracts, Pricing and Procurement

Purchasing Agent/Analyst/Assistant

Materials Analyst

Director, Supply Line Management

Senior Procurement Specialist

Director, Contracts and Procurement

Materials Manager

Procurement Manager

Director, Supply Chain Management

Commodity Manager

Director of Supplier Relations

Inventory Manager

Director of Corporate Materials

Vice President/Director of Procurement

Supplier Quality Project Manager

New Product Procurement Planner

Vice President, Supply Management

Traffic Manager

Director, Worldwide Procurement

Supplier Management Analyst

Director of Supplier Quality and Procurement

Inventory Planner

Contract Analyst

Buyer/Planner

Supply Manager

Chief Procurement Officer

Strategic Sourcing Manager

Supply Chain Manager



"The best aspect of working as a purchasing professional is the important impact you can have on the future of your firm. The purchasing professional has the advantage of meeting new challenges on a daily basis, often with minimum direction from management. Today's technical advances have made the future even more interesting because many of the clerical tasks have been removed, allowing the purchasing professional to work strategically side by side with management."

Elaine Whittington, C.P.M., CPCM, A.P.P.

Educator, G&E Enterprises 2000 J. Shipman Gold Medal Award Winner

## Salary

## **Average Salaries**

Potential salary is an important factor in any career decision. *Purchasing* magazine surveys its readers annually to determine average salaries for supply management professionals. Some of the key results are listed here. Keep in mind that there are a variety of factors that determine the actual salary you may earn. Salaries vary based on such issues as business climate, work experience, industry, education, certification status, personal ambition, cost of living, and organization budget.

(Source: Purchasing, December 2003)

Overall average for purchasers  Average for purchasers	\$67,300	Average for purchasers with a BS/BA in technical field	\$70,900
with three or fewer years of experience	\$54,600	Average for purchasers with C.P.M. certification	\$80,000
Average for purchasers with a BS/BA in business	\$69,000	Average for purchasers with an MBA degree	\$91,900

# **Education and Training**

#### How Do I Get There From Here?

A four-year degree in business or purchasing can increase your potential for career advancement and opportunities in the field of supply management. Supply management educators indicate that an ideal college program consists of an undergraduate degree in business with a concentration in purchasing/supply management. Engineering and technical courses as part of an undergraduate degree in business and/or a master's degree in business administration can also enhance your career opportunities and overall marketability. In the end, a sound foundation in business principles, including negotiations, ethics, business law and finance, as well as industry awareness, can build a solid foundation for a career in supply management.

### **Undergraduates**

Plan a study program that will provide the basics of supply management. Develop strong analytical and planning skills as well as computer and technology skills. In addition, consider the requirements of different industries, and plan to take liberal arts and science courses related to the industry in which you hope to work. For example, a strong foreign language background may be important in an industry that buys internationally, and a strong science background may be a plus in many technical industries.

### After College

It's important to continue your education after college. Most supply management departments encourage their personnel to receive additional training beyond a college degree to become more effective and efficient supply managers. Your employer may provide you with different types of training programs depending on your past education, training, experience, and your position within the organization.

Training methods can vary widely. New supply managers, for example, may informally observe other supply managers at work and assist them under close supervision. Some organizations may choose to have supply managers attend formal courses. Distance education, including Internet-delivered coursework, is an option being offered by more and more educational institutions as well.

You can develop your expertise further by attending conferences, seminars and workshops conducted by colleges, universities, and professional organizations such as the Institute for Supply Management  $^{\text{TM}}$  and its local affiliates.

### **Continuing Education**

Over 40,000 supply management professionals worldwide have earned the designation of Certified Purchasing Manager (C.P.M.). The program, established by ISM in 1974, enables professionals to enhance their knowledge, career, and earning power. To achieve a C.P.M., you must (a) pass the C.P.M. Exam and (b) have five years' purchasing/supply management experience or three years' experience and a bachelor's degree from an accredited institution. For more information about the certification program, call ISM at 800/888-6276 or 480/752-6276, extension 401.



## Common Degrees for Purchasing and Supply Management Professionals

#### **Associate:**

Business (general)

Purchasing/Supply Management

Logistics

Operations Management

Technical

#### **Bachelor:**

Business (general)

Purchasing/Supply Management

Supply Chain Management

Logistics

Materials Management

Distribution

Transportation

Liberal Arts

Technical

### **Graduate Degree:**

MBA

MS (technical field)

Logistics

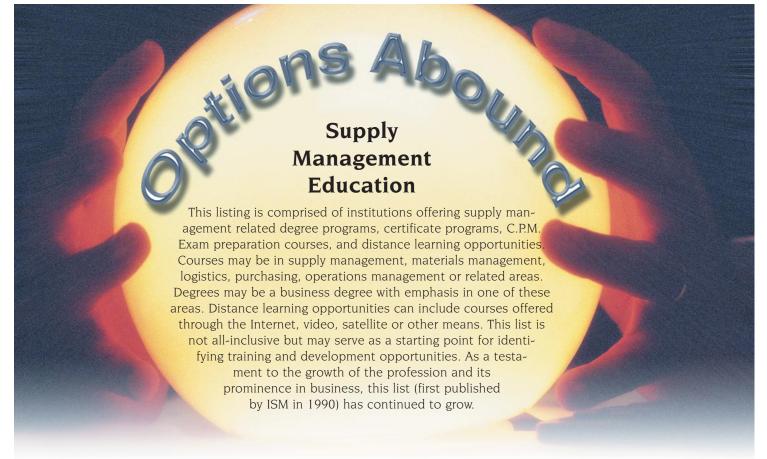
Law

#### **Combination:**

Technical Undergraduate with Graduate in Business

"Supply management is the place to be. Why? It's where the action is taking place. It's about cost reductions, scouring and traveling the world for new suppliers, contract management, negotiation, building relationships and analyzing ways to streamline an organization. Every cent you save drops right to the bottomline. There is no other profession that will allow an individual to wear so many hats and contribute in so many ways."

Bryan Chapman, C.P.M., CPIM, CIRM, CPCM Materials Manager Gateway Inc.



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ALABAM	IA			
ALABAMA A&M UNIVERSITY School of Business Huntsville, Alabama 256/372-5000 www.aamu.edu	В, М			
AUBURN UNIVERSITY College of Business Auburn, Alabama 334/844-4000 www.auburn.edu	В			
UNIVERSITY OF ALABAMA Department of Information Systems, Statistics and Management Science Tuscaloosa, Alabama 205/348-6010 www.ua.edu	<b>B</b>	•		

Key	
Columns	Degree Program
1= Degree Program	A= Associate
2= Certificate Program	B= Bachelor
3= C.P.M. Review	M= Master
4= Distance Learning (Online courses or degrees, telecourses, or other electronic media	P= Ph.D.

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ARIZONA STATE UNIVERSITY W.P. Carey School of Business Tempe, Arizona 480/965-6044 http://wpcarey.asu.edu	B, M, P	•	•	
THUNDERBIRD – THE GARVIN SCHOOL OF INTERNATIONAL MANAGEMENT Glendale, Arizona 800/848-9084 www.t-bird.edu	М			
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ARKANS	AS			
ARKANSAS STATE UNIVERSITY College of Business State University, Arkansas 870/972-3035 http://business.astate.edu	В			
UNIVERSITY OF ARKANSAS Marketing and Logistics Department Fayetteville, Arkansas 501/575-4055 www.uark.edu	B, M			
CALIFOR	NIA			
AMERICAN GRADUATE UNIVERSITY Covina, California 877/351-9060 www.agu.edu	M			•
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H. Ervin Lewis, C.P.M., President, Lewis and Associates, 2004 J. Shipman Gold Medal Award Winner

the field of supply management.

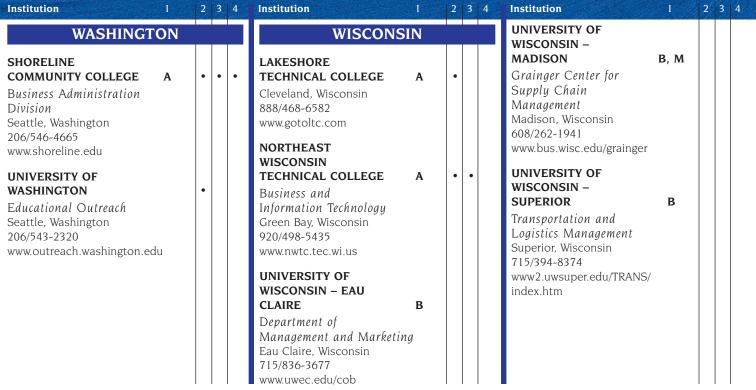
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Institution	1	2	3	4	Institution 1	2	3	4	Institution	1	2	3	4
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JOHN CARROLL									Department of	D			
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COLLEGE Business Technologies Dayton, Ohio 800/315-3000 www.sinclair.edu	Α	•		•	Portland, Oregon 503/725-4769 www.sba.pdx.edu				COLLEGE OF CHARLESTON Department of Management and Marketing	В	•		
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TENNESSE	Ε	STEPHEN F. AUSTIN STATE UNIVERSITY	3			UTAH			
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One of the most valuable tools for supply managers around the globe is the Internet. The World Wide Web offers a fast and low-cost way to gather information on suppliers, products and services.

Every day, supply managers are surfing the Internet to:

- Source for suppliers
- View product demonstrations
- Track packages and shipments Research prices in commodity
- Conduct online bidding
- View electronic catalogs
- Research economic trends
- Check current exchange rates
- Order goods and services
- Research prices in commodity markets
- Explore price trends
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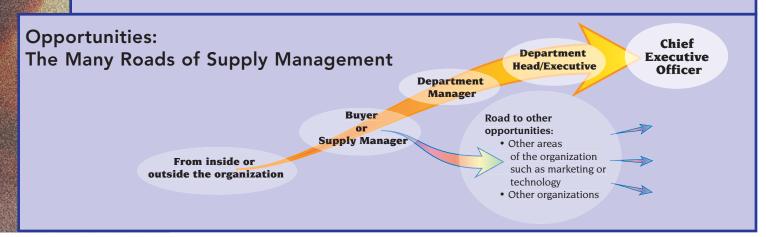
The usage and development of other e-commerce and technology tools allow organizations to forge tighter supply chain links with their suppliers and reduce the costs of doing business. New supply management tools and technologies are being created and adopted each day to increase the velocity of business and improve operational efficiencies. Supply managers are on the leading edge of business practices.

## Where Will Supply Management Take You?

While negotiations, price strategies, contracts and budgets are all common areas in which supply management professionals can expect to work in the future, supply management is a career that can be applied to virtually any area of interest. Supply management departments encompass many different positions at various levels, and supply managers are involved in a truly broad career directly impacting an organization's profit and success.

In the future, supply managers will need to be prepared to add product value, increase quality, reduce costs and increase profits by addressing the needs of external and internal customers through such tools as supplier relations, supplier selection, negotiations, operations, transportation, inventory, warehousing, benchmarking, e-commerce, recycling, technology and customer relations.

Whatever the specific area(s) of interest you choose to pursue, there's no question that supply management plays, and will continue to play, a significant role in business and will continue to be an exciting and influential career opportunity well into the 21st century!



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Learn more about the field of supply management and the issues that affect supply management professionals on a daily basis at

#### www.ism.ws

As the official home page of the Institute for Supply Management ", this site is loaded with useful information that will help you determine if supply management is the right career for you.

Founded in 1915, ISM is the largest supply management institute in the world as well as one of the most respected. With a membership base of more than 42,000, ISM's mission is to lead the supply management profession. ISM is a not-for-profit institute that provides opportunities for the promotion of the profession and the expansion of professional skills and knowledge. Look to ISM to help you develop and guide your career in supply management.

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**Sharon Malkovicz, C.P.M.**New Product Introduction Program Manager, iPAQ Pocket PC
Hewlett-Packard



"Supply management didn't choose me ... I chose supply management! After earning an engineering degree and applying those skills for several years, supply management offered me the opportunity to leverage my technical background and build a very diverse career in international, commercial and government procurement. I chose supply management because it offered me the ability to drive results to the bottomline. There's also value in deploying professional techniques that promote a mutually beneficial relationship. I've had the opportunity to work in many business types, meet many interesting people and travel to interesting places, all while making strategic contributions to a variety of organizations."

**Patricia B. Hairston**Director, Strategic Sourcing
Corning, Incorporated

"Supply chain management is a great place for energetic, intelligent, young people beginning their careers because it places you at the core of the company. You get a chance to see a company from the inside out, and from the outside in, because you work closely with suppliers and customers as well as virtually every department within the enterprise. You help drive its efforts to efficiently and profitably meet the needs of the company's customers and you can significantly impact its success. Going forward, I believe that it will be assumed that the great CEOs intimately know and understand the power of the supply chain."

**Jose Mejia** President Supply Chain Networks – Lucent Technologies





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