



# **HINO MOTORS MANUFACTURING U.S.A., INC.**

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37777 Interchange Dr. Farmington Hills, MI 48335

Tel: (248) 442-9077

Fax: (248) 442-9068

## **JOB DESCRIPTION**

**TITLE:** Assistant General Manager of Purchasing

**Market Title:** Assistant General Manager of Purchasing

## **JOB DUTIES:**

Hino Motors Manufacturing U.S.A., Inc. the industrial truck division of Toyota is seeking an Assistant General Manager of Purchasing for its Headquarters-Detroit facility located in Farmington Hills, MI. Hino Motors offers a competitive wage and benefits package.

### **Responsibilities include**

1. Lead supplier benchmarking activity
2. Managing and leading the buying team in activities of all responsible platforms
3. Drive continuous improvement in the supply base in support of Hino Motor's business goals
4. Analyze costs to understand and evaluate supplier competitiveness
5. Generate commodity cost estimates to build sourcing, negotiation, and supplier development strategies
6. Provide support to manufacturing plants for both strategic issues and supplier performance issues.
7. Lead project team
8. Work closely with suppliers to develop a mutually beneficial, long term relationship
9. Develop, implement and manage commodity strategy
10. Develop supplier base not on U.S. but North, Central and South America for localization parts
11. Generate commodity cost estimates to build sourcing, negotiation, and supplier development strategies.
12. Analyze costs to understand and evaluate supplier competitiveness.
13. Work closely with related department and manufacturing plants to ensure operational needs are achieved.
14. Plan and direct materials and supply to reduce cost and improve quality
15. Facilitate annual supplier cost improvements/manufacturing improvements activities.
16. Support Product Planning and Engineering projects.
17. Plan and direct materials and supply to reduce cost and improve quality.
18. Promote teamwork and cooperation with interacting departments including Japan.
19. Develop plans and support of new program launches and projects.
20. Issue Purchase Orders for production components and tooling.
21. Develop cost estimation skills by commodity.
22. Regular report out progress to management.
23. Cost data management: input pricing data and resolve discrepancies working with buyers.

## **JOB REQUIREMENTS:**

### **Required Knowledge and Skill Sets:**

1. Strong MS Excel and MS PowerPoint skill sets.
2. Strong written and verbal communication skills.
3. Strong organizational and data management skills.
4. Strong negotiation skills.
5. Benchmarking experience.
6. Program management experience preferred.



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7. Knowledge of Automotive Industry is required, Commercial Truck experience preferred.
8. Strong understanding of manufacturing costs preferred.
9. Experience working with non-U.S. based customers/suppliers preferred.

### **Experience:**

1. 12-15 years of purchasing experience.
2. 7-10 years of management experience.
3. Purchasing experience of Automotive Components.
4. Excellent understanding of Automotive Suppliers in North America, experience with the Commercial Truck industry is preferred.

### **Education:**

BS in Business, Supply Chain Management, or Finance

### **Other:**

This position will travel 20-25% of the time.