

SKU & Data Management Manager

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Company: Semtech

Location: Vietnam

Category: computer-and-mathematical

Responsibilities:

Support all phases of the SKU Management process and give all necessary assistance to marketing, factory and related stakeholders.

As part of the SKU process, consult with R&D department, customer services, marketing, supply chain, Industrial engineering, and factory to Create New/ Update Existing software codes, SKUs, and BOMs inside PLM Tool, along with all related parameters and beyond to properly define SKUs.

Ensure the released contents are updated according to their qualification status and validation status and remain accurate along the product life cycle.

Maintain and facilitate to ensure SKU activities are being conducted and completed in a timely manner.

Maintain an updated list of used and available unique identifiers (MEID, MAC).

Experience in managing PLM tool as an administrator.

Conduct routing of change orders and ensure compliance with the Change Management Process.

Support regular report generation and chase stakeholders to complete their outstanding Change orders.

Conduct regular evaluation to ensure the list of active user accounts for the factory is up-to-date.

Maintain & establish improvement of PLM, standards, guidelines, and quality assurance.

Conduct evaluation and implementing new or enhanced features or functionalities.

Assist in the design, validation, and implementation of the new features.

Documents and communicate and offer training of new features to stakeholders.

Work in conjunction with consultants to address operations issue or implement enhanced features or functionalities.

Support ad hoc projects associated with cost reduction and simplification initiatives.

Maintain a positive work environment and foster a culture of teamwork, accountability, and continuous improvement.

Supervise proper implementation of instructions directly on the factory floor

Qualifications:

Bachelor degree or equivalent preferred; equivalent experience will be considered.

Professional knowledge on Logistics, Product data base handling, Customer Service and Order management in electronic industry, manufacturing process knowledge.

Knowledge of PLM AGILE is preferred.

Excellent leadership and interpersonal skills, with the ability to motivate and coach team members effectively.

Demonstrated problem-solving abilities and decision-making skills.

Detail-oriented with a commitment to quality and continuous improvement.

Ability to multitask and prioritize tasks in a fast-paced environment.

Proficiency in Microsoft Office suite.

Must have 4-7 years of experience in manufacturing operations, with a focus on configuration

testing, labelling, and packaging.

Fluently bilingual English and Vietnamese, written and spoken. Knowledge of Mandarin is an asset

Flexible work hours to support recurring meetings and activities in other time zone (e.g. North America).

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