



# Store Supplies Inventory Lead

## **a note for internal applicants**

Please practice personal responsibility! Ensure your manager is aware of your application to this role, prior to applying. Please also ensure that you meet the time in role requirements of either 6 or 12 months before transitioning to a new role. Time in Role Guidelines can be found on the [Global Talent Acquisition page](#) on *youlu* under Additional Resources.

## **who we are**

lululemon is an innovative performance apparel company for yoga, running, training, and other athletic pursuits. Setting the bar in technical fabrics and functional design, we create transformational products and experiences that support people in moving, growing, connecting, and being well. We owe our success to our innovative product, emphasis on stores, commitment to our people, and the incredible connections we make in every community we're in. As a company, we focus on creating positive change to build a healthier, thriving future. In particular, that includes creating an equitable, inclusive and growth-focused environment for our people.

## **about this team**

The Store Supplies team is responsible for the procurement and delivery of all (non-sellable) operational supplies to our Retail Stores in North America, including custom branded products like our iconic lululemon Shopper, as well as a variety of generic supplies that allow our stores to provide an optimal guest experience. We work with a wide variety of vendors and cross-functional partners, and we oversee all aspects of the supply chain including sourcing, procurement, forecasting and inventory management, inbound logistics, and outbound distribution. Our goal is to support daily operations and strategic retail initiatives through the creation of optimized supply programs, in order to provide an elevated store and guest experience.

## **a day in the life: what you'll do**

The Store Supplies Inventory lead is responsible for end-to-end program management of our lululemon shoppers and other critical supplies. They pro-actively identify and forecast business needs, create optimal inventory management programs, and oversee the supply chain to mitigate risks and ensure a continuous supply of our most critical store supplies.

- Own the creation of supply plans for assigned product categories, including data analysis, forecasting, and inventory management.
- Work with a wide range of cross-functional partners to identify business needs and other factors that will determine product life-cycles and impact product demand.
- Build out product forecasts and own the inventory programs for shoppers and other assigned product categories, including new product rollouts, ongoing program management, and product exit-strategies.



- Monitor inbound shipments from overseas, and work with vendors to expedite orders or create risk mitigation plans, to ensure a continuous flow of goods and minimal business impacts.
- Act as a key liaison to assigned vendors and cross-functional partners, to ensure open communication flow between our department and critical contacts, to increase efficiency, transparency and collaboration.
- Ensure on-time delivery of shoppers and supplies shipment to stores, and successful execution of product launches and pull-backs.

#### **qualifications**

- 4 year post-secondary degree or equivalent, preferably in a related field: supply chain management, purchasing, logistics, operations management, business management.
- Certification in supply chain management (SCMP designation, or equivalent from another professional organization in Supply Chain such as APICS).
- Minimum 3 years of progressive work experience in supply chain management, with at least 2 years of purchasing, inventory management, or demand planning experience in retail consumer goods or manufacturing.
- Expert-level Excel skills (able to create forecasting and inventory management templates from scratch and comfortable completing financial and inventory analysis in Excel using advanced formulas and functions).
- Experience with international vendor management and inbound logistics is highly preferred.

#### **must haves**

- Acknowledge the presence of choice in every moment and take personal responsibility for your life.
- Possess an entrepreneurial spirit and continuously innovate to achieve great results.
- Communicate with honesty and kindness and create the space for others to do the same.
- Lead with courage, knowing the possibility of greatness is bigger than the fear of failure.
- Foster connection by putting people first and building trusting relationships.
- Integrate fun and joy as a way of being and working, aka doesn't take yourself too seriously.