

*Paid internship NOW with the potential to be hired full-time after graduation!*

# Apply Now!

## Paid Engineering Internship

### On-Point Defense Technologies is Hiring!



## Supply Chain Specialist

Spring 2025: 10-20 hours/week



On-Point Defense Technologies is seeking a Supply Chain Specialist that will be supporting corporate leadership by executing supply chain activities and participating in key initiatives. This position is integral in supporting business growth and efficiencies.

This position will provide the opportunity to develop and apply necessary real-world skills while attaining your UWF degree.

Apply today using the QR Code or visit our website:  
[uwf.edu/WorkforceDevelopment](http://uwf.edu/WorkforceDevelopment)



The UWF Talent Catalyst program combines work experience, classes, mentoring, and essential professional soft skills development.

Email: [workforcedevelopment@uwf.edu](mailto:workforcedevelopment@uwf.edu)



**UWF Talent Catalyst**  
UNIVERSITY of WEST FLORIDA  
*Amplified by Landrum*



## Supply Chain Specialist Job Description

### Responsibilities

- Work with leadership and key stakeholders to develop and execute overall supply chain processes.
- Develops and executes sourcing strategy, evaluates product offerings, recommends suppliers, and negotiates contracts for assigned categories or departments.
- Develops and distributes RFPs/RFQs and collects bids or other information.
- Evaluates proposals/quotes based on offering quality, cost, or other criteria and recommends suppliers that are best suited to meet the organization's requirements.
- Works with selected suppliers to develop mutually acceptable contractual agreements.
- Oversight of the tactical purchasing operations, such as the issuance of purchase orders or the payment of invoices.
- Ensures that all procurement activities comply with internal policies and external regulations.
- Participate in periodic 'special project' initiatives.
- Key stakeholder in providing KPI data for SCM activities such as on time delivery, supplier quality.
- Take initiative to resolve supplier performance issues and emergency issues.
- Maintain and own the position of primary contact for the resolution of systemic/recurring supplier/customer issues.
- Develop close working relationships with suppliers.
- Monitor supplier performance to ensure that contract terms and conditions are met or exceeded and performance meets customer expectations.
- Analyze complex data sets to inform decision-making and resolve supply chain challenges.
- Benchmark internal processes against industry standards and drive continuous improvement initiatives.
- Investigate and troubleshoot inventory, product, or production issues as they relate to SCM.
- Participate in both internal and external audits.
- Maintain a working knowledge of industry standards - knows and follows the AS9100 quality system guidelines.
- Additional responsibilities may be assigned as needed.

### Qualifications

- Full-time UWF student pursuing a Supply Chain Management or a similar degree
- Excellent analytical and reporting skills.
- Proficiency with Microsoft Office Suite: Excel, Word, PowerPoint
- Experience in Deltek-Costpoint ERP (Preferred)
- Experience in a manufacturing environment (Preferred)
- Knowledge of government contracting (Preferred)