



BOM Analyst

Manufacturing/Production/Supply Chain

Are you passionate about precision, data integrity, and manufacturing efficiency? Do you thrive in a dynamic environment where your skills in ERP systems, product configuration, and cost analysis make a real impact? Join our team as a **BOM Analyst** and play a key role in driving our operational excellence! Located in Moncton, NB.

About the Role

As a BOM Analyst, you will be responsible for creating, maintaining, and managing part numbers (SKUs) and assembly Bills of Material (BOM) in our corporate ERP system. You will ensure accuracy, support manufacturing engineering, and contribute to cost and pricing evaluations. This role is critical to our production processes and supports initiatives that reduce costs, improve efficiency, and meet customer needs.

Key Responsibilities

- Create and maintain all part numbers and assembly BOMs in the ERP system.
- Calculate and ensure the accuracy of costing for all parts and assemblies.
- Maintain Item Master Data integrity within the ERP system.
- Perform cost evaluations to support material and operational cost reduction initiatives.
- Analyze pricing and margins to support domestic and international sales strategies.
- Assist Manufacturing Engineering in configuring and maintaining assembly labor standards, tools, and timings.
- Conduct time studies, track production issues, and assist in resolution efforts.
- Support design engineering with ECR/ECO processes and product configuration management.
- Aid in New Product Introduction (NPI) by creating and managing prototype and production configurations.

What We're Looking For

We're seeking a detail-oriented professional with a strong background in manufacturing operations and ERP systems. You should excel at data analysis, enjoy problem-solving, and thrive in a collaborative environment.

Qualifications

- College Diploma in Business Administration, Technology, or equivalent administrative experience in manufacturing.
- Minimum 2 years of experience in manufacturing operations and BOM management.
- Hands-on experience with ERP systems (SYSPRO preferred) and strong skills in data integrity and costing.



- Proficiency in SQL and advanced computer skills (Excel, Word, JIRA, etc.).
- Familiarity with Lean Manufacturing principles and continuous improvement methodologies.
- Ability to interpret mechanical drawings and PCB design documentation.
- Strong verbal and written communication skills, time management, and attention to detail.

Why Join Us?

- Be a part of a forward-thinking, innovative company that values precision and excellence.
- Collaborate with a team of skilled professionals in a supportive and dynamic work environment.
- Contribute to meaningful projects that drive operational success and customer satisfaction.

If you're ready to bring your expertise to a company that values your contributions and helps you grow, we'd love to hear from you!

At Greystone Energy Systems, we believe that diversity drives business success. We are dedicated to fostering an inclusive workplace that celebrates differences and promotes equity. We welcome applications from people of all races, ethnicities, genders, ages, religions, abilities, and sexual orientations. We strongly encourage applications from women, minorities, and individuals with disabilities.

Join us in building a diverse and inclusive team!

Only those who will be considered for the next step of the application process will be contacted.

Please email resume and cover letter to hr@greystoneenergy.com