Category Management/Sourcing Internship

Elk Grove Village, IL

Topco Associates is currently seeking qualified students for our 2023 Summer Internship Program in Elk Grove Village, IL.

At Topco you will work with an assigned category or sourcing team to perform a variety of private label/own brand product purchasing related activities which include procurement, negotiating, price management, merchandising, promotions, new item development, market intelligence, and consultative selling. In this role, you will gain exposure to a variety of product types and brands within the grocery retail industry and will develop skills using Salesforce, SAP, SAP BI, and IRI Syndicated Data.

Your Internship Will Include:

- Real work assignments tied to your area of study
- Meaningful relationships with your manager and director of your department
- A development program at Topco's Headquarters in the Northwest Suburbs of Chicago that includes leadership and industry topics
- Training opportunities throughout the summer
- Exposure to leadership, including networking with Officers of the company
- Hands-on projects and case studies where you'll collaborate with other interns as a team to solve real business problems
- Fun networking events

Responsibilities:

- Learn category management and sourcing principles for private label/own brand products for regional grocery retailers and wholesalers across the country
- Assist team with business/category reviews, sourcing plans and/or other projects
- Research, calculate and coordinate pricing. Analyze for pricing errors.
- Assist in coordinating and attend supplier meetings
- Respond to supplier, regional grocery retailer and/or wholesaler inquiries about pricing, promotions, product specifications, deductions, etc.
- Create, publish and track regional grocery retailer and wholesaler surveys
- Assist in completing and approving new item specifications and announcements; recommend new initiatives
- Conduct market research and pull data for analysis including review of IRI syndicated data, Point of Sale data and other data sources
- Assist in any special projects presented to the team to ensure member and supplier satisfaction
- And more!

Successful completion of this internship is an entry point into our Category & Sourcing Development Rotational Program. Rotations include Member Services, Logistics, Demand Planning, Master Data, Sourcing/Procurement and Category Insights.

Qualifications:

- Currently enrolled in a four-year college degree program, preferably in a business discipline
- Must have strong PC skills in MS Office package: Word, Excel, PowerPoint, Outlook
- Strong analytical skills
- Able to work in a fast paced, multi-tasking environment.

- Able to communicate effectively in both oral and written forms with people at all levels
- Ability to speak publicly and make presentations to groups of various sizes.
- Strong organizational skills
- Strong problem solving and decision-making skills

About Topco:

Topco is a $14 billion, privately held company that provides aggregation, innovation and knowledge management solutions for its leading food industry member-owners and customers, including grocery retailers, wholesalers and food service companies. Topco leverages the collective volume, knowledge and commitment of these companies to create a competitive advantage in the marketplace by reducing costs and offering winning business-building capabilities. Learn more online at www.topco.com.

Apply Here:

To apply for this internship opportunity, please email a copy of your resume to recruitment@topco.com