

Ready, Set, Grow!



VESTA NUTRA represents a customer-centric contract manufacturer of dietary supplements and a world-class ingredient distributor under the combined endeavor to ensure high-quality nutraceutical supplements at affordable prices, across the globe. We take responsibility for delivering outstanding products and results to our partners and the consuming public while working with our partners to generate innovation within the supplement industry.

VESTA NUTRA is ready to meet the challenges of the dynamic global nutritional supplement market, from research, development, supply chain, production, packaging, and regulatory conditions.

VESTA INGREDIENTS, INC. understands there are purer, more effective, and more potent ingredients just waiting to be discovered. Skilled research and development staff are constantly investigating emerging scientific and botanical data in order to formulate the next breakthrough dietary supplement your customers will demand.

VESTA PHARMACEUTICALS, INC. is a customer-centric contract manufacturer of dietary supplements has grown into a premier cGMP and FDA registered (21CFR111) full-service provider of dietary supplements and nutritional ingredients. Thriving in the growth of the private label nutraceutical space has provided the ability to meet our customer's needs in a timely and price-efficient manner.



Quotes Manager

\$30- \$50k

M-F (8am-5pm)

On-site 5767 Thunderbird Road, Indianapolis, IN 46236

GENERAL DESCRIPTION:

- Ability to handle critical quotations process from the time you receive the request from the customer or sale.
- Work closely with the Purchasing Manager with the quotation process to help decrease turn-around
- Contact Vendors as needed to get pricing, availability, specifications, etc.
- Quotation process – to allow for profitable quotes by sourcing either products or new vendors for ingredients and packaging

- Meet with Sales, Operations and Quality to determine how to fulfill customer needs while staying compliant with cGMP Purchasing guidelines regarding open balances, process customer credit applications, and coordinate with collection agencies
- Communicate and collaborate effectively with sales representatives, customer service, customers, and manufacturer representatives to secure the information you need to create your quotes
- Learn about our nutritional supplements and ingredients to provide quotations that result in profitable sales for the company.
 - Prepare cost estimates of nutritional ingredients with Purchasing and Quality Specialist to obtain cost information
- Form relationships with customers and suppliers to provide on-time and accurate quotations
- Complete cGMP and SOP Training – refer to Training Matrix for complete list of SOP training
- Additional duties as assigned

WORK EXPERIENCE REQUIREMENTS:

- At least 3 year(s) of relevant experience
- Attention to detail
- Highly organized
- High degree of accountability & responsibility
- Ability to perform with little supervision
- Courteous, prompt and dependable
- Multi-task oriented
- Solid phone skills
- Computer proficient (Microsoft Word, Excel, Outlook)
- Typing Proficiency

EDUCATION REQUIREMENTS:

Bachelor's degree in Chemical/Biology/Pharmacology (Preferred) or closely related field.

Apply today!

<https://vestanutra.com/careers/>