

Buyer

Insero & Company's Recruiting Services division is currently recruiting for Buyer (Direct hire) for a local technology based manufacturer located in the Westside of town. Salary range is flexible based on experience.

Summary:

The Buyer is responsible for the handling all of the companies vendor relations under the direction of the VP dealing with material purchases, parts supplies or components for production. Manages purchasing activities required to support strategic commodities and suppliers to ensure and maintain lowest total cost of ownership. Drive continuous improvement and optimize performance against key corporate objectives.

Responsibilities:

- Issuing/revising purchase orders.
- Working with management and the production scheduler to verify materials requirements are being met.
- Interviewing vendor representatives and negotiating pricing terms.
- Maintaining approved vendor list.
- Expediting the delivery of critical equipment and/or material.
- Developing and evaluating qualified suppliers.
- Obtaining competitive bids and negotiating contracts.
- Reviewing and analyzing price quotations.
- Coordinating purchasing requirements with operating departments.

Requirements:

Associates degree is required (Bachelor's degree is a plus) along with a minimum of 4 years of manufacturing related purchasing experience and the ability to understand and interpret legal and commercial terms and condition documents. Experience with purchasing electronic equipment and components are a plus. CPIM certification is a plus. Excellent negotiating skills are required.

To Apply: All candidate inquires will be kept highly confidential. Interested candidates should send a resume along with salary expectations to careers@inserocpa.com.

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