



## **POSITION**

Senior Buyer - Full Time

## **POSITION SUMMARY**

The Senior Buyer exercises considerable independent judgment in procurement duties in connection with assigned commodities and services using abreast purchasing techniques ensuring that the Company receives maximum value with respect to price, quality and delivery, while following the Company's code of ethics.

## **RESPONSIBILITIES & DUTIES**

- Perform specialized and diversified procurement functions required to supply material in accordance with Corporate Policies and Procedures;
- Using the lowest reasonable price, ensuring the maximum quality goods delivered on-time to support manufacturing.
- Some duties may include placing purchase orders as needed.
- Follow-up on purchase orders, supplier contracts and material status as required.
- The Buyer may also assist other individuals in expediting delinquent shipments and resolving other associated problems.

## **QUALIFICATIONS**

- 1) Qualified candidates will have a Bachelors degree and 7 to 10 years electronics and mechanical buying experience.
- 2) Candidates must have experience buying build-to-print product.
- 3) Contract manufacturing buying experience a plus.
- 4) Must be a good problem solver and supply chain savvy.

## **COMPENSATION**

We offer an attractive financial package with a bonus scheme according to performance. We encourage and support self-development and provide a challenging and rewarding environment with training packages for professional development.