

MANITOBA START JOB OPPORTUNITY BROADCAST (J.O.B.) ADVERTISEMENT

| POSITION | PURCHASER |
|---------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| JOB NUMBER | 3800 |
| NUMBER OF POSITION/S | 1 |
| NOC CODE | 1524 |
| CLOSING DATE | 2020-10-23 |
| LOCATION | Winnipeg, MB St. James-Assiniboia |
| ACCESSIBLE BY TRANSIT | No |
| HOURS PER WEEK | 40 |
| HOURLY WAGE RANGE | \$26.44 - \$31.25 |
| WAGE DETAILS | Wage is dependent on Qualifications and experience |
| JOB TERMS | Full time |
| JOB DESCRIPTION | - As Purchaser, you would work closely with our internal business partners in the North to source and procure quotes and materials for all divisions within the organization. |
| JOB DUTIES | <ul style="list-style-type: none"> - Input and prepare purchase orders - Analyze price proposals, financial reports, and other data and information to determine reasonable pricing - Research and evaluate merchandise/supplies based on quality, price, selection, support services available, supplier & reliability, production & distribution capabilities - Purchase the highest quality merchandise at the lowest possible price and in the correct quantities - Use appropriate technologies to process and track orders and maintain excellent communication with all contacts - Confer with suppliers to discuss defective or unacceptable goods or services and determine corrective action to be implemented - Work to continually improve processes - Maintain accurate and organized vendor files - Other duties as required and assigned. |
| QUALIFICATIONS, REQUIREMENTS & SKILLS | <ul style="list-style-type: none"> - Post-Secondary education in a related field - 5+ years of procurement experience - Familiar with consumer trends regarding outdoor recreational, camping and hunting/fishing products and equipment would be an asset - High degree of accuracy and attention to detail - Good verbal and written communication skills, - Excellent interpersonal skills and customer service orientation - Must be advanced in computer applications with good level of experience with Microsoft Office (Excel, Word etc.) |

MANITOBA START JOB OPPORTUNITY BROADCAST (J.O.B.) ADVERTISEMENT

| | |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| QUALIFICATIONS, REQUIREMENTS & SKILLS | <ul style="list-style-type: none">- Good problem-solving ability- Able to work as part of a team as well as independently- Good time management and organizational skills with the ability to multi-task- Must have a strong work ethic; be reliable with a positive team attitude.- Experience in the following systems would be an asset: SAGE 300, Dimensions, ProfitMaster- Current 5F drivers license |
| OTHER DETAILS | <ul style="list-style-type: none">- Monday to Friday 8:00 am to 5:00 pm. You may be required to work extended hours based on business and/or customer needs. |
| APPLICATION PROCESS | Send targeted resume Apply through your CC |
| APPLICATION DETAILS | Please kindly send your TARGETED resume to your CAREER COACH via email. Please indicate the job number and the title in your application |
| JD | Aykut Guney |