



Purchasing Officer

Are you looking to grow your professional career in a rural community? Do you want to work for an innovative company that will invest in your potential? Welcome to HyLife; Canada's leading pork producer. HyLife creates limitless opportunities for passionate professionals in a global business setting. Our growing company is searching for top talent to join our team in the role of **Purchasing Officer** located in the community of **La Broquerie**.

Your days will include the following tasks:

- Purchasing and replenishing inventory levels efficiently
- Ensuring accuracy of orders received and correcting when necessary
- Managing and updating item card information
- Sourcing requisitioned items to maintenance and production
- Developing relationships with vendors and suppliers
- Running reports and smartlists using Great Plains software program
- Working closely with our purchasing officers and the procurement team

To succeed in this role you must possess:

- 3 or more years purchasing experience
- Experience with inventory management, purchasing and distribution
- Knowledge of ERP system
- Strong interpersonal and communication skills
- Proficient in the use of Microsoft Office, Excel, Word and Access
- Ability to adapt to continuous change in a fast-paced environment
- Team player and customer service oriented

If you thrive on new experiences and want to be a part of a team with international reach, apply today at <http://hylife.com/current-opportunities/>.

Your Future starts now!

For more information about La Broquerie: <http://www.labroquerie.com/>

HyLife has an accommodation process for employees and candidates with disabilities. If you require a specific accommodation during your interview or potential employment because of a disability, please contact Jobs@hylife.com. An HR representative will be in touch with you as soon as possible. Reasonable accommodations will be determined based on bona fide occupational work requirements and on a case-by-case basis. Our accommodation policy can be forwarded upon request.



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