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Position: Equipment Purchasing Manager

Location: Albany NY

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Equipment Purchasing Manager TE-543

An international manufacturing group is looking for an Equipment Purchasing Manager to join one of their project teams in the Northeast. This is a great opportunity with a progressive, forward thinking company, in a state of the art facility.

The Purchasing manager will jointly with the engineering team, buy all packaging, and production equipment as well as manage various other purchasing and logistics projects for the facility.

The Purchasing Manager will coordinate all purchasing activity and price negotiations for all assigned projects; source and develop a "world class" supplier base to support procurement activity for all items assigned by the Project Director; focus their efforts on reducing costs and ensure a continuity of on-time supply of goods and services; and perform other duties as requested, directed or assigned.

Job Functions and Responsibilities

- With engineering define exact equipment needs to write an effective request for proposal/quote.
- Survey the market to ensure a good selection of capable suppliers are contacted for the bids.
- Negotiate the best possible terms and conditions considering quality, schedule, total life cost with the suppliers.
- After awards, ensure suppliers meet all terms and conditions. (On time, on quality, in full)
- Manage and document the acquisition process (PO's, delivery schedules, shipping requirements, updates to project team)
- Purchase additional services for the such as Logistic and warehousing services, IT, uniforms, cafeteria, security services, mail, etc

Requirements

Bachelors Degree, Engineering preferred

- Five years of purchasing experience with at least three of the five purchasing equipment.
- Project management experience
- Strong communications, problem solving and organizational/planning skills
- Proficiency in various related computer and information systems

Excellent compensation and benefit package, relocation assistance provided.

If this sounds of interest and you would like to email us a resume, email it to george@prfmxchnge.com or visit us on the web at www.prfmxchnge.com

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