

Job Description

Position: Senior Buyer, Corporate Purchasing

Location: Corporate HQ – Atlanta, GA 30331

Reports to: Manager, Corporate Purchasing & Logistics

Purpose:

As an affiliate of a German-based company, Sto Corp. is the North American leader in innovative cladding and coating solutions for building construction, maintenance and restoration.

The Senior Buyer, Corporate Purchasing is responsible for supporting the Manager, Corporate Purchasing in the procurement functions of Sto Corp. The Senior Buyer completes projects as assigned by the Manager, Corporate Purchasing by working with appropriate departments and individuals to achieve the stated goals. The Senior Buyer provides aid and support to the extent delegated to departments and individuals in absence of the Manager, Corporate Purchasing. The Senior Buyer identifies, analyzes, recommends and manages the implementation of approved outsourcing projects. The Senior Buyer is responsible for Import/Export Oversight as well as Compliance and Policy Implementation for North American Operations.

Essential Duties & Responsibilities (includes, but not limited to):

- Performs the selection of suppliers and the assessment of their capabilities
- Conducts supplier performance evaluations / supplier assessments
- Searches for alternative raw material and trading goods new and existing supplier sources
- Performs strategic purchasing with suppliers, including price and delivery negotiations, while conducting constant market observation as to supply and demand changes; builds Global Procurement relationship with Sto SE
- Leads the procurement efforts and establishes procedures for the import of special products from abroad including special cladding systems and components from Europe
- Conducts Import/Export Oversight for North American Operations along with Import/Export Compliance/Policy Implementation and Management
- Conducts audits of key suppliers (new and existing) and toll manufacturers as required and/or needed
- Works with accounting on material price changes and fluctuations as well as on reporting of consignment inventories
- Works with the Engineering group, as well as other departments where needed, to facilitate and place large purchase orders
- Trains personnel in other departments that have been delegated Purchasing authority
- Conducts procurement activities and the management of assets for StoMachine Technology
- Performs other duties as assigned

Education/Knowledge/Skills/Abilities:

- Bachelor's degree in Business, Logistics, Supply Chain Management or related field
- 4-5 years total purchasing or materials management experience with a minimum of 2 years in a manufacturing or plant location
- Experience using computer-based purchasing, scheduling or inventory control systems is required
- International procurement experience including proven import/export experience
- MRO purchasing experience preferred
- Experience with purchasing contracts is preferred
- Knowledge of inventory management practices, including ERP inventory control, cycle counting, and reconciliation
- Strong knowledge and proficiency in data software: Microsoft Office 365 (required), CRM (preferably Salesforce.com), ERP system experience required - SAP (preferred)
- Strong leadership skills and ability to thrive in a results-oriented environment
- Creative problem solving and organization skill sets
- Creative innovator with an entrepreneurial spirit
- Strong interpersonal skills are necessary to meet the demands of the position; ability to build relationships
- Excellent oral and written communication skills necessary to effectively exercise tact, discretion, judgment and diplomacy when interacting and/or negotiating with all levels of internal and external customers
- Good math skills required including algebra and statistics
- Negotiating skills required
- Bilingual in Spanish, Portuguese and/or German languages desired

Job Scope

- Authority to question and review any operation, procedure and non-value adding activity and to propose improvements to either reduce the cost and/or add value to the activities
- Work closely with the Manager, Corporate Purchasing to provide more effective purchasing procedures and increased ownership of purchasing services for other departments
- Review and negotiating of contracts and processes with potential suppliers, from idea phase through implementation, is a key function of this position
- Heavy Impact on Material Cost Budget
- Some Impact on SG&A Spending
- Some Impact on Capital Building/Equipment Budget
- Potential Cost Savings Projects
- Direct Material Inventories
- Indirect Material Inventories