



## **JOB POSTING – Senior Buyer**

We are seeking an experienced buyer to join our team to improve our ability sustain high quality and manage costs. The Senior Buyer is responsible for researching, evaluating, and purchasing goods and services. This candidate is also responsible for managing the supply chain by evaluating supplier options according to prices, quality, and other standards to determine the best choices. To be successful in this role, you must be organized, process oriented, and possess the ability to gather research, analyze the data and make recommendations. Prior responsibility developing and documenting processes and procedures is a plus. If you are looking to make an impact in a great organization, apply today!

**Location:** Charlotte, NC (Northlake Area)

### **Primary Job Responsibilities:**

- Establishing purchasing policies based on company guidelines and trains/communicates to the HAWE team across all locations
- Negotiating with vendors on price and service guarantee for good and services
- Ensuring 3rd Party manufacturers distribution agreements relating to purchasing are followed
- Maintaining Item Card master data in the ERP system and creating procedures for proper master data control
- Reviewing vendor and scorecards as directed by the Quality Manager
- Travel required to other offices and/or corporate learning (Oregon, Texas, Germany)

### **Tools:**

- Microsoft Dynamics NAV
- QM documentation
- MS Office Software
- SharePoint

### **Job Requirements:**

- 5+ years of procurement/logistics experience in a specialty manufacturing environment
- Senior-level understanding of inventory turn/cycle concepts and how inventory flows through an ERP system
- Ability to comprehend and interpret technical specifications for accurate purchase order requests
- Solid understanding of purchasing industry standards
- Strategic and innovative thinker – ability to visualize and troubleshoot processes
- Ability to drive change and implement procedures
- Familiar with ISO requirements pertaining to procurement

### **Preferred Skills:**

- Bachelor's Degree
- Prior experience in a distribution environment, in addition to manufacturing, is highly preferred

For consideration, submit resumes to [hr@hawehydraulics.com](mailto:hr@hawehydraulics.com)