

## Purchaser

### Life is short, why not work somewhere awesome!

**Do you have experience in Purchasing?**

**Do you have experience in the building industry?**

**Are you a high achiever?**

**If you've answered yes to all of these questions, we just may have the opportunity you've been looking for!**

#### THE COMPANY:

All-Fab Building Components is a division of the All-Fab Group of Companies. We offer an exceptional working environment on a supportive and dynamic team. We encourage innovation and creativity with rewards and opportunity.

#### The Position

Reporting to the Director of Procurement, this position is responsible for purchasing and managing inventory required to fulfill sales and production requirements for multiple branches. This position is located at our Head Office in Winnipeg.

#### Responsibilities:

- Negotiate cost-effective purchases while maintaining high levels of quality and service.
- Monitor and maintain supplier performance database.
- Purchase product based on actual and anticipated production needs, in accordance with company systems.
- Work closely with internal customers to understand requirements and provide direction.
- Provide support on inventory management for all locations. Work closely with each branch to improve inventory turns.
- Communicate cost changes to General Managers.
- Generate and distribute reports as needed.
- Other duties as assigned.

#### Qualifications required:

- Completion of Supply Chain Certificate or equivalent; a combination of education and experience will be considered.
- Experience in the building materials industry preferred.
- Computer skills proficiency including Microsoft Office
- Excellent verbal and written communication skills
- Strong analytical, organizational, and interpersonal skills with high degree of accuracy

**We offer competitive wages, great benefits and the opportunity to grow on a fantastic team.**

**If you'd like to join us;**

**Please forward resume with cover letter indicating position applied for and salary expectations to:**



**Human Resource Department**

**All-Fab Building Components**

**1755 Dugald Road Winnipeg, MB R2J 0H3 Fax: 204-663-4553**

**[careers@all-fab.com](mailto:careers@all-fab.com)**

*Thank you for your interest but only those selected for an interview will be contacted*

## **WINNIPEG 1 PURCHASER**

**RESPONSIBILITIES:** Reporting to the Director of Purchasing, the Purchaser is responsible for negotiating cost-effective purchases, while maintaining high levels of quality and service. Responsible for monitoring and maintaining reports. Working closely with internal customers to understand requirements and provide direction.

**QUALIFICATIONS:** Supply Chain Certificate or equivalent (a combination of education and experience will be considered). Experience in the building materials industry preferred. Strong analytical, organizational, computer proficiency, interpersonal skills, and a high degree of accuracy are important qualities.