



635 Farewell Street
Oshawa, Ontario L1H 612
1.800.585.1774 | info@kerrindustries.com
kerrindustries.com

Job Summary – Senior Buyer, Kerr Industries

Posting Date: July 11, 2018
Closing Date: Open
Location: Oshawa, Ontario
Compensation: Salary commensurate with experience. Additional semi-annual bonus will also be granted. Health, dental and vision coverage provided.

Organization

If innovation, creativity and a focus on customers is in your DNA, you will fit in well at Kerr. We are pioneers and innovators in the automotive upfitting industry. Our specialty is modifying brand new vehicles for police and emergency services. In fact, we upfit more police vehicles than any other company in North America and we continue to focus on growing our business. Founded in 1952, Kerr Industries has operations in Texas, Chicago, Michigan and Oshawa. We want motivated, ambitious people who put the needs of our customers first, bring creativity to their work and will do whatever it takes to achieve success. If you share our passion for providing innovative solutions to complex challenges, we want you on our team. For more information, please visit www.kerrindustries.com.

Position

The Senior Buyer will form an integral member of the Purchasing Department and will work in a team toward the achievement of the departments operational objectives. With a strong, solid background in purchasing and supply chain management, you will take a proactive approach in reviewing current systems and procedures, making recommendations and implementing changes. The role is key to helping lead the Company forward in securing quality suppliers of materials, negotiating with the Company's best interest in mind and securing the timely delivery of goods. The role will have a clear project focus, working very closely with both engineering and production teams. A key factor of success is the purchasing team's ability to support scheduled production in a very competitive cost structure.

Fit

Being a leader in our market requires professionalism and exceptional work every day and we hope to take our purchasing activities to another level. We are looking for someone with energy and creativity to add to our great team of professionals.

The Purchaser will play a critical role in partnering with the senior leadership team in strategic decision making and operations as Kerr Industries continues to enhance its quality offering and builds capacity. This is a tremendous opportunity for a capable purchasing and logistics professional to maximize and strengthen the internal capacity of a well-respected, high-impact organization.

The right candidate will understand the business and be able to create buy in to drive outcomes. You will identify and address challenges and issues with a focus on finding solutions and successfully overcoming obstacles. You will have a challenger mentality while also having a high degree of self-awareness. You will be motivated by challenge and are not afraid of heavy lifting. You will be humble, confident and competent. Attention to detail and a desire to learn will set you up for success. You must clearly communicate ideas to the



635 Farewell Street
Oshawa, Ontario L1H 612
1.800.585.1774 | info@kerrindustries.com
kerrindustries.com

purchasing team and other internal partners, providing rationale behind purchasing and logistic decisions. You must consider and apply feedback from key stakeholders and external partners making alterations as necessary and required. As a valued member of the team, you will collaborate closely with our engineering professionals and production managers.

Responsibilities and Duties

- Managing and controlling a variety of the company's external suppliers with particular emphasis on the negotiation, purchase of products, inventory control and P.O. writing for the department.
- Ensure products are bought at the most competitive price and delivered on time.
- Establish strategic relationships with key suppliers who are aligned to the company's needs.
- Identify new suppliers, agreeable terms and negotiate supply agreements where appropriate, including discount structures and volume rebates with the company's best interest in mind.
- Foster close working relationships with associated departments e.g. Engineering, Production, Sales and Accounting.
- Continually improve purchasing methods and drive down external spend.
- Ensure shipping and logistics costs are managed to drive down costs and on time delivery.
- Assist in a comprehensive review of the Purchasing function and its methodology and identify and implement improvements to drive Production Efficiency.
- Material Costs & Inventory control is required to assure company targets are met.
- New Products / Product Development support.
- Identify and maximize tools (ie. ERP) to obtain data necessary to support financial analysis and inventory control. Responsibilities may include extracting and analyzing data.
- Assist in analysis of business changes.
- Assist in the analyses of purchasing data and inventory to support preparation of financial/business plans, budget and forecasts for the company.
- Monitor progress and changes and keep senior leadership team abreast of the purchasing status through regular meetings and effective management reporting including monthly management reporting.
- Update and implement all necessary business policies, procedures and practices.
- Perform other duties as assigned.

Qualifications and Skills

- SCMA qualified is a plus but not required
- Minimum 3 years previous experience in a Purchasing role.
- High competency level in use of Microsoft Office (Excel, PowerPoint, Word, as a minimum).
- Strong experience working with Microsoft Dynamics Navision. Experience working with Jet reporting considered an asset.
- Proven track record of controlling and reducing external spend whilst developing a robust supplier base.
- Able to bring a new dimension to procurement activities.
- Fully conversant with modern procurement and purchasing techniques.
- Experience with inventory management and shipping.



635 Farewell Street
Oshawa, Ontario L1H 612
1.800.585.1774 | info@kerrindustries.com
kerrindustries.com

- Experience dealing cross border.
- Management and coordination of Purchasing activities with relation to Cost, Delivery and Quality performance.
- Coordinating and managing resolutions to Supplier Quality concerns, ensuring timely and effective containment and a long-term resolution of each concern.
- A successful track record in setting priorities; keen analytic, organization and problem-solving skills, which support and enable sound decision-making.
- Excellent communication and relationship building skills with an ability to prioritize, negotiate, and work with a variety of internal and external stakeholders.
- A multi-tasker with the ability to wear many hats in a fast-paced environment.
- Personal qualities of integrity, credibility, and dedication to the mission of Kerr Industries.
- “Hands on” approach to all tasks.
- Results oriented and confident.
- Commercial and financial acumen with strong negotiation skills.
- Sets priorities while considering short and long-term needs of the business.

TO APPLY

Forward resumes with a cover letter telling us why you are the right fit for the position to info@kerrindustries.com.