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## Senior Buyer Montreal, QC

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### Overview

The Senior Buyer plays a key role in the management of supply chain in the company. He/she participates actively in the selection of material and specialized equipment suppliers (pressure vessels, heat exchangers, pumps, motors), the process of contract negotiation, the qualification of new suppliers and the management of business relations in order to optimize the global supply chain network in an effective a competitive manner.

### What You Will Do

- Coordinate the procurement activities for all assigned packages.
- Liaise with package engineering and project management teams to obtain and verify specifications, lead times and delivery dates.
- Responsible for the preparation with bidding documents and issuing bidding documents to bidders.
- Prepare calls for tenders and defining the selection of bidders.
- Review bids to ensure correct scope coverage, understanding of cost and time schedules, acknowledgment of all addenda or modifications.
- Coordinate technical evaluations and analyze equipment and/or supplier option designs with the Procurement, Quality and Logistic and the Engineering teams.
- Prepare negotiation strategy and negotiates with suppliers.
- Prepare and issue purchase orders and coordinate with contract administrators the management of the fabrication contracts.
- Conduct research to find new suppliers, and retain the services of those appointed.
- In cooperation with the Engineering group, take part in the development of a supplier portfolio.
- Manage business relations between the company and its suppliers.
- Participate in the design of new processes in a bid to improve quality.
- Take part in the development of the supply chain strategy.

### Skills & Qualifications

- Bachelor's degree in administration or other related diploma, or experienced deemed to be equivalent;
- At least 7 to 10 years' experience in project supply management, preferably in the industrial or the heavy industry sector (chemical industry, gas and oil, pulp and paper, or hydroelectric power);
- Significant experience in a pressure vessels and mechanical equipment's fabrication environment;
- Expertise in specialized equipment manufacturing techniques an asset, notably in exotic materials, pressure vessels, valves, pumps or heat exchangers;
- International buying experience an asset;
- Experience negotiating, writing and administering contracts, particularly in terms of legal documents;
- Experience coordinating multidisciplinary teams involved in purchasing complex items of custom equipment;
- Familiarity with software (Microsoft Office Suite);
- Knowledge of ASME standards an asset;
- Lean Six Sigma an asset;
- APICS certification an asset.
- Excellent aptitude for communication (capacity for communicating with people at all levels of the organization);



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- Excellent capacity for project management and team coordination;
- Excellent negotiation abilities;
- Ability to influence people;
- Good listening skills;
- Excellent analytical skills;
- Capacity for working with a minimum of supervision;
- Availability to spend 10% to 20% of time travelling;
- Fluency in French and English (both spoken and written); knowledge of a third language (Spanish or Mandarin) an asset.

### Why Join?

**The Organization.** An industry leader that is innovative and growing quickly.

**The Role.** This role will play a key role in structuring and supporting the financial growth of the company.

**The People.** Dynamic, committed and loyal individuals that are results-driven and passionate about the corporation's footprint.

### Your Next Steps

Email your resume in **word format** to [ctucci@radarhh.com](mailto:ctucci@radarhh.com). Please quote **project #106587** in the subject line. radar promotes the highest standards of integrity and principles of quality, diversity, equity, and ethical practice. We thank all those who submit their résumés. Only those selected for further consideration will be contacted.