

Corporate Purchasing Manager

Rehill Building Supplies

Peterborough Ontario

(File Reference: PM-2018)

On behalf of our Client, a successful Construction Industry supplier and consumer retailer, we are pleased to be conducting a search for an expert in the procurement, merchandising, pricing, management and sales of construction and building supplies and product. Entering their milestone 140th year of business, **Rehill Building Supplies** is a regional leader in the supply of masonry, natural stone, landscaping materials, insulation, drywall and much more.

As part of achieving category goals, the **Purchasing Manager** will take charge of ordering, pricing, and in-store organization of products. In addition, the Manager will take the lead in all issues relating to Vendor Management, Seasonal Bookings, Pricing & Marketing and Planning & Inventory Control.

KEY PERFORMANCE MEASURES:

- 1) In-stock Category Percentage
- 2) Minimized overstock levels (Adjustment of product mix to remove non or lower selling items)
- 3) Sales per Square foot is maintained.
- 4) Ensuring Gross Margin Targets are achieved for Category.
- 5) Category Inventory Turnover
- 6) Contribution to company morale and operational effectiveness.

DUTIES INCLUDE:

- 1) To develop a working knowledge of the products, consumer needs, buying practices, sales goals and the retail & wholesale environment related to your product category.
- 2) Negotiating pricing, delivery, payment terms with vendors to have an overall positive effect on profit margin for the category and individual stores.
- 3) Implementation of "Just-in-Time" inventory controls to ensure that out-of-stock situations are prevented and inventory turnover is maintained.
- 4) Assist in Marketing for the product category through the procurement of in-store displays, marketing material and awareness of vendor promotions.
- 5) Responsible for ensuring competitive price points, adjusting pricing to maximize sales while maintaining reasonable profit margins and to clear out stagnant product items from inventory.

- 6) Responsible for working with a variety of freight carriers to ensure the cost-effective and efficient transport of product to company locations and direct shipments to customer.
- 7) Provide sales support and technical knowledge to Sales Team as required.
- 8) Perform Inventory duties as required and on an annual basis.
- 9) Participate in marketing events such as seminars, trade shows and demonstrations.
- 10) Other duties as may be required.

QUALIFICATIONS INCLUDE:

- 1) College or University Education in related field.
- 2) 3-5 years experience in the building supply industry in a Buyer, Procurement, Purchasing or Product Management role.
- 3) Knowledge of freight & shipping terms, NAFTA requirements and customs requirements.
- 4) Must have the ability to multi-task and be an effective problem solver.
- 5) Must be confident, persistent, adaptable and possess solid negotiation skills.
- 6) Demonstrated initiative, good judgment, integrity and stability in executing duties.
- 7) Must have excellent interpersonal and communication skills to effectively interact with customers, vendors, employees and management.
- 8) Must be organized, have effective time management skills and work well under pressure.
- 9) Must be proficient working within a MS Windows environment, including MS Word, MS Excel and MS Outlook.
- 10) Excellent oral and written communication skills.
- 11) Good mathematical skills.
- 12) Must be able to maintain a professional appearance and provide a positive company image to the public.

Our Client offers competitive total compensation including very competitive salary / incentives wage, group benefits, and the opportunity for career development over the long-term for well qualified and motivated candidates.

For further position details and consideration, highly qualified Candidates are invited to submit their resume information in confidence to (please quote the File Reference number above):

Recruiting Manager

SHRP Limited

www.savinohrp.ca

hr@savinohrp.ca

POSITION PROFILE

All Applications treated confidentially. While we appreciate all applications, we can only contact those individuals selected for interview.

We are committed to providing accommodation for persons with disabilities.
Accommodation will be provided as part of our hiring process (if accommodation is required, Applicants are requested to make their needs known in advance).
