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| **POSITION TITLE:** | Buyer II |
| **COMPANY:** | Control Devices LLC |
| **DEPARTMENT/LOCATION** | Supply Chain  Fenton, MO |
| **REPORTS TO:** | Purchasing Manager |
| **POSITION SUMMARY:** | The Buyer will be responsible component inventory levels to sustain a 98% Customer OTD with PO scheduling using MRP and Vendor Managed Inventory. |
| **COMPANY BACKGROUND:** | Control Devices, LLC (“Control Devices” or “CD”) is a leading designer and manufacturer of high-quality flow control valves, condensate removal traps, related components and accessories serving the compressed air, pressure washer, vehicle systems, fire protection, specialty gas, and the industrial, agricultural and food service float valve markets. CD prides itself in the ability to design, innovate and manufacture flow control valves for custom applications and offers a line of standard products that has grown over the years. CD is based in Saint Louis, MO and its products are sold on a global basis to O.E.M’s, Distributors and End Users.  Control Devices is a privately owned company with a management team focused on organic sales growth with existing products and new revenue growth through acquisitions. |
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| **KEY RESULT AREAS:** | **RESPONSIBILITIES:** |
|  | Purchase goods, materials, components, or services in line with specified cost, quality, and delivery targets  Effective and timely communication of any supply problems which may pose a risk or impact on business operations  Monitor market trends  Research and evaluate areas of opportunity and reduce costs where possible  Assess and evaluate suppliers and undertake performance reviews to ensure contract compliance and manage performance improvement activities  Contact suppliers to resolve price, quality, delivery, or invoice issues |

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| **QUALIFICATIONS:** | **REQUIREMENTS:** |
| **REQUIRED EDUCATION:** | Bachelor’s Degree, in a business-related area |
| **REQUIRED EXPERIENCE:** | 7+ years of purchasing experience in a manufacturing environment. |
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| **REQUIRED SKILLS:** | Material Requirement Planning  Manufacturing Purchasing Experience  Strong negotiation, communication, interpersonal and influencing skills  Ability to read blueprints  Keen attention to detail and accuracy  Ability to prioritize daily issues  Computer literate, to include advanced Excel skills  Project management experience  Contract management and supplier experience  Ability to add value, reduce costs and make business improvements  Highly skilled at building and maintaining effective and productive relationships with key suppliers |
| **DESIRED SKILLS:** | Experience using Macola MRP  Experience with sourcing metal machined components a plus  CPM, CPSM, CPIM a plus |
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