

Walbro LLC

JOB POSTING

Posting Number 19-002
Dates Posted 1/17/2019 – 3/31/2019
Position Title Senior Buyer/Commodity Specialist
Grade Level E5
Position Reports to Supply Chain Manager
Department, Location Supply Chain, THQ, AZ or Cass City, MI

Job Summary

The Senior Buyer/Commodity Specialist drives the strategy for Plastics commodity (and potentially other mechanical commodities). This position negotiates pricing, lead-time, stocking agreements and commercial terms with vendors; analyses quotations and recommends suppliers with whom orders should be placed. This position will be based in either THQ of the Cass City Plant.

Duties and Requirements of the Job

- Drives the strategy for Plastics commodity (and potentially other mechanical commodities).
- Analyzes quotations and recommends suppliers with whom orders should be placed.
- Manages the Tooling life register with the suppliers along with Supplier Quality.
- Obtains Cap Ex approval for new tools needed at the supplier.
- Negotiates pricing, lead-time, stocking agreements and commercial terms with vendors.
- Serves as escalation point for production buyer to resolve delivery issues for these commodities.
- Supports New Program launches.
- Translates technical guidance and data into usable information applicable to the assignment.
- Participates in varied assignments requiring evaluation, judgment and accountability.
- Obtains certifications of delivery; verifies quality, quantity, specifications and price against order.
- Develops and maintains necessary files & records.
- Plans, conducts, supervises complex assignments; assures all assigned projects adhere to accepted professional standards.
- Makes recommendations about changes or additions to policies.
- Acts as liaison with other departments and locations. Establishes and maintains effective work relationships within the department, the Corporation and the community.
- Familiarizes employees and other departments with established policies and procedures.
- Makes recommendations about changes or additions to policies.
- Performs individual assignments as supervisors and superiors may direct.
- Ensures adequate and continuous controls are exercised over all assigned activities affecting quality; takes corrective action immediately upon discovery of a discrepancy.
- Maintains the professional competence, knowledge and skill necessary for the satisfactory performance of all assigned responsibilities.

Required Training, Knowledge and Experience

- Bachelor's Degree in business, accounting or engineering
- Highly developed negotiation skills, excellent communication skills
- Knowledge of supply chain activities including inventory, logistics and manufacturing process
- Expertise in plastics, mechanical commodities and tooling.
- 3 or more years of progressive experience

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The Company does not discriminate on the basis of a person's race, religion, color, age, sex, national origin, disability, veteran status, pregnancy, or other protected grounds in recruiting, hiring, training, promotion, or conditions of employment.