

## **BUYER, MARLIN PRODUCT - ILION, NY**

Remington Arms Company ([www.remington.com](http://www.remington.com)), a member of the Freedom Group family of companies, is one of the world's most respected names in sporting goods for hunting and shooting, military, and law enforcement. We currently have an opening for a Buyer, Marlin Product in Ilion, NY.

### **General Summary**

Performs market research to determine available and appropriate suppliers for procurement of products and services and manages the material procurement processes with both domestic and foreign sources for assigned commodities / suppliers.

### **Primary Responsibilities**

- Negotiates supply agreements with suppliers for assigned commodities.
- Analyzes outputs from Material Requirements Planning (MRP) module of SAP system to determine needs for assigned commodities to support production schedules.
- Analyzes planning data in SAP and adjusts data appropriately to maintain validity of planning systems (e.g. lot size, lead time, reorder point, etc.).
- Maintains purchase order data in support of purchase transaction accuracy (e.g. order quantity, due date, price, terms, etc.).
- Releases purchase orders for assigned commodities against SAP contracts and schedules P.O. releases for delivery in support of production schedules.
- Solicits quotations & initiates purchase orders for non-contract assigned commodities and schedules them for delivery in support of production schedules.
- Processes purchase requisitions into purchase order transactions in support of system user requirements.
- Functions as liaison between Remington & suppliers for all procurement related correspondence (e.g. quotations, purchase orders, contracts, evaluations, rejections, corrective actions, discrepancies, etc.).
- Interfaces with supplier representatives via phone, fax, email, and in person to maintain a favorable supplier relationship.
- Interfaces with employees from other Remington departments to resolve supplier related issues.
- Monitors inventory levels of assigned commodities to optimize working capital investment.
- Identifies cost reduction and continuous improvement opportunities as they relate to the materials management functions.
- Produces reports and statistical analysis of purchasing activities and performance.
- Performs other duties as assigned by the Purchasing Manager.

### **Skills and Education**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Minimum of three years purchasing and/or materials management experience in a manufacturing environment required.
- Bachelors' degree in Business or Engineering discipline preferred.
- APICS certification and/or ISM certification preferred.
- Experience with ERP computer programs (SAP preferred) with a strong working knowledge of MRP processing logic required.

- Knowledge and experience in the use of Microsoft Office products including Outlook, Excel, Word, & PowerPoint strongly desired.
- Ability to read, analyze, and interpret contracts, general business periodicals, professional journals, technical procedures, and governmental regulations.
- Ability to write reports, memos, email, and business correspondence clearly and effectively.
- Ability to present information and respond effectively to questions from groups of employees and/or suppliers.
- Strong organizational skills.

*PLEASE NOTE: There is no relocation being offered for this position.*

To apply for position, please paste the following link into your internet browser:

<http://www.remington.com/employment/voluntary-applicant-data-form.aspx?j=Buyer, Marlin Product - Ilion, NY &i={26A9AB57-3124-47B0-8D83-E724784E0458}>

All questions regarding the position should be directed via e-mail to Rosalie Stark in Human Resources (rosalie.stark@remington.com).

Freedom Group Family of Companies is committed to its policy of equal employment opportunity and fully utilizing all human resources. It is essential to value the diversity of our employees by respecting each and every individual, valuing their uniqueness and treating them fairly.

Remington offers a competitive benefits and compensation package. Don't miss the opportunity to work for the most respected name in outdoor sporting goods.