

Position: Purchasing and Production Control Manager

Summary: This position will facilitate the function of purchasing and scheduling. The position will act as agent of the company in establishing purchase arrangement with suppliers. The position will oversee the supply chain of purchased goods as well as the scheduling and production control for the business.

Location: Oneida, NY

Key Responsibilities:

- Responsible for establishment of supply base from which to purchase materials, supplies and services.
- Responsible for the management of supply base to meet quality, delivery and price standards
- Responsible for assisting in the placement of work with suppliers as appropriate.
- Responsible for the negotiation of contract arrangements with supply base.
- Responsible for the ongoing activity of pursuing quality, service and price competitiveness from supply base.
- Responsible for all production control and scheduling activity including manpower requirements to achieve on 100% time delivery.
- Improve standards for purchasing & production control to promote the best standards and practices. Function within a continuous improvement mindset keeping abreast of cutting edge technology and methods to ensure best practices and processes.
- Stay informed concerning new purchasing & production control processes & techniques.
- Coaches employees & directs the activities of the buyers and production planner.
- Other duties as may be assigned

Requirements include:

- 5 + years of experience in manufacturing in purchasing and or production control. Experience in custom job shops preferred.
- Strong Microsoft Office experience and capabilities working with, analyzing and reporting data in complex data bases. Previous experience working with MRP
- Experience and participation in the application of lean principles and techniques.
- Hands on manager with key management tools and interpersonal skills to guide, orient and direct staff.
- Self-motivated, enthusiastic with a natural desire for action to achieve results. Outstanding communicator with the ability to understand individual's needs.
- BS Degree or equivalent

Please send resume to Brian at bwebb@cspprofessionals.com for more information