**Driftwood Dairy, Inc.**

**JOB OPENING FOR PURCHASING MANAGER**

**STATUS: Exempt**

**REPORTS TO: Director of Supply Chain**

**SUMMARY:**

The Purchasing Manager has overall responsibility of procurement and inventory control operations. The paramount objective is to procure goods and services within budget at all times and select the very best in quality and service vendors and suppliers. The entire purchasing and supply chain must follow all guidelines established by current Good Manufacturing Practices (GMP’s), Safe Quality Food (SQF) and safety guidelines.

**QUALIFICATIONS, EXPERIENCE & EDUCATION**:

● Bachelor of Science Degree in Business Management, Economics or related field and ten years of leadership experience in a food processing environment; ideally beverage bottling/packaging

● At least ten **(10)** years of management and leadership experience in a high-speed manufacturing and packaging environment highly desired, preferably in beverage/dairy processing

● Demonstrated knowledge and experience in all phases of Supply Chain

● Vendor/supplier SQF certification or ISO certification a plus

● Procurement and complex contract administration

● Must be excellent at contract review and negotiations

● Experience with ERP (Enterprise Requirement Planning) systems a must

● Union experience a plus; must respect the Collective Bargaining Agreement

● Excellent communication, mentoring and coaching abilities, along with teambuilding skills. Ability to work well with peers and employees in a union environment

● Excellent interpersonal, verbal and written communication skills

● Project management skills and accurate problem-solving skills a must

● Experience with Lean Manufacturing Methodologies a plus

● Knowledge and experience with Safe Quality Food (SQF) guidelines

● Knowledge of Microsoft Excel, Word, Project Management and Outlook

**If interested please email your resume to: jobs@driftwooddairy.com**