

DUZ CHO CONTRUCTION

Box 28
4821 South Access Road
Chetwynd, BC
V0C 1J0
TEL: 250-788-3120



Certified Buyer Maternity Leave Coverage (12 – 18 months)

A buyer works in business to investigate, evaluate and purchase products for companies to sell or use in their own operations. Buyers work within a budget and negotiate competitive pricing for the items they want to purchase. They also analyze purchasing trends for specific markets and demographics in order to identify possible supply-chain issues or identify new patterns that may lead to an increase in demand.

Employees are expected to support and participate in a “culture of safety”, adhere to and be ambassadors of Duz Cho’s Code of Conduct and Values, act professional and amicable, and to treat others with dignity, respect, and fairness.

Duties

- Procure materials, supplies, and equipment from approved vendors
- Negotiate pricing and terms with suppliers to secure advantageous agreements
- Collaborate with internal teams to understand their purchasing requirements
- Utilize systems such as SAP for efficient procurement processes
- Manage vendor relationships and evaluate supplier performance
- Analyze market trends to identify potential suppliers and cost-saving opportunities

Qualifications

- Bachelor's degree in Business Administration, Supply Chain Management, or related field preferred
- Proven experience in procurement, vendor management, and sourcing
- Strong negotiation skills and the ability to fabricate favorable deals
- Excellent communication and interpersonal abilities
- Proficiency in Microsoft Office suite
- Ability to work independently and as part of a team
- Detail-oriented with a strategic mindset

Position Details

- Salary - \$55K to \$60K depending on experience.
- Monday to Friday in the shop with some weekend work required;
- 8 to 10 hours per day.