



PURCHASING MANAGER

Family owned and operated since 1961, FORSHAW is a premier supplier in the Pest Management Industry. Offering more than 1500 products across the US, the company is headquartered in Charlotte, NC and has seven additional offices / warehouses strategically located to provide exceptional, hands on service.

JOB DESCRIPTION

We are looking for an experienced, cost-conscious Purchasing Manager to take over our purchasing operations and be in-charge of company-wide material procurement and the primary point of contact between Forshaw and its suppliers. The ideal candidate will have experience in the distribution industry and can institute innovative policies to save the company money and improve our overall operating efficiency.

Using superb analytical skills, this Purchasing Manager will identify potential suppliers, screen them, and negotiate favorable rates and prices and payment terms with selected suppliers. The Purchasing Manager monitors supplier performance to ensure obligations are met and helps make the supply procurement process both cost-effective and efficient.

MAIN RESPONSIBILITIES

- Oversee Supply Chain for 8 warehouses
- Follow Forshaw purchasing processes and policy in place and ensure that all purchases adhere
- Develop, implement, and monitor purchasing strategies in support of overall Forshaw objectives

Cost Analysis & Negotiation:

- Analyze cost structures and develop better pricing models
- Maintain supplier relationships and performance monitoring
- Vendor performance management: Establish Supplier Scorecards for all services and products (KPIs)
- Provide financial analysis, research, reporting, and consulting guidance to manage supplier relationships

Purchasing Process & Reporting:

- Produce and maintain all Purchasing reports (with KPIs), forecasting, and variance reporting
- Prepare and process purchase orders and purchase requisitions, and maintain documentation of acquisition of goods
- Streamline / standardize current processes and automate the entire Procurement process

EDUCATION AND EXPERIENCE

- 5-7 years experience in a supply chain, purchasing, warehousing, planning and / or purchasing capacity
- Results oriented with strong negotiation and leadership skills
- Must have strong understanding of math, as well as excellent analytical skills
- Extensive knowledge in Microsoft Office including but not limited to: Word, Power-Point, Excel and Access programs