

## PROCUREMENT MANAGER

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GreenMantra Technologies is a rapidly-growing, clean-technology company that produces industrial waxes from recycled plastics. We have established our first facility in Brantford, Ontario and have just completed a +\$10 million capital expansion. GreenMantra combines the excitement of working in an entrepreneurial environment in a new industry with the knowledge that the work you are doing will help support the manufacturing sector in Ontario, while supporting the environment. Find out more at [www.greenmantra.com](http://www.greenmantra.com).

### Job Description

We are currently recruiting for a Procurement Manager to be responsible for the overall supply of raw materials, services, and maintenance/capital parts at our “green” specialty chemical manufacturing facility. Reporting to the VP Finance, you will strategize to find the most cost-effective deals and suppliers for our company’s operations, while maintaining quality and safety standards.

The duties of this role will include the following:

- Developing strategic relationships with suppliers to find the most cost effective solutions, quality products and a commitment to service excellence
- Expanding supplier network for recycled plastics feedstocks
- Managing the supplier performance and rating based on KPI’s for cost, quality and delivery
- Negotiating with external vendors to secure the most advantageous terms
- Working closely with R&D to support strategic sourcing initiatives to meet product development requirements for customer product expectations
- Tracking and reporting key functional metrics to reduce expenses and improve effectiveness
- Controlling spend and building a culture of long-term saving on procurement costs
- Researching buying markets in order to source the most optimal suppliers, in accordance with corporate objectives
- Remaining abreast of pricing trends, changes, restrictions, or any other variables that could affect purchasing strategies
- Participating in recycling industry associations to cultivate supplier networks and stay ahead of emerging material trends
- Supporting and demonstrating leadership with all health, safety and environmental legislation and regulations, ensuring a safe work environment at all times through enforcement, promotion and improvement of the company's health and safety practices

### Skills and Experience

- Minimum of five (5) years’ experience in contracts, procurement, supply chain, logistics
- Designation in Supply Chain Management/Procurement preferred
- Experience in freight/logistics sourcing
- Knowledge of recycled plastic sourcing and procurement network
- Knowledge and experience with warehousing and inventory control
- Experience in environments with consistent pressure to continually improve cost position by looking at price, specifications and demand, while maintaining quality and safety standards
- Experience in developing/executing contracts
- Advanced negotiation and networking skills
- Results-oriented, self-motivated individual with a strong sense of initiative
- Strong analytical and problem solving skills
- Excellent organizational skills and attention to detail
- Strong communication skills both verbal and written (in English)
- Solid knowledge Microsoft Word/Excel/PowerPoint suite

### How to Apply

Please send your CV and covering letter to [careers@greenmantra.com](mailto:careers@greenmantra.com). GreenMantra Technologies is

an equal opportunity employer and welcomes all applicants. Accommodations are available upon request for candidates taking part in all aspects of the selection process. Please be advised that, because of high volumes of applications, we will only be able to respond to candidates who will be selected for interviews and will not respond to inquiries about the process unless we initiate contact. Thank you for your understanding.