



At MEG, you can bring your unique knowledge and experience to work and contribute your ideas to drive our purpose, which is to supply the world with environmentally and socially responsible energy, while generating long term value for all our stakeholders. We are looking for talented individuals to bring their skills and experience to our dynamic and inclusive culture of performance and innovation.

We are proud to be an Alberta-based company where our leaders are local, accessible to MEG's employees and committed to operating responsibly. We are guided by our operating priorities to ensure we care for:

1. Ourselves and all others.
2. The environment and the communities in which we live and operate; and
3. Our business and its long-term performance.

Category Buyer, Calgary (Contract Role)

Our Supply Chain Management team is recruiting for a Category Buyer in our Calgary office. Reporting to the Lead, Category Management, this role provides opportunities to learn and work in a positive, innovative, and agile environment while being mentored by a great team.

We are seeking a detail-oriented and experienced Category Buyer to join our team. In this role, you will be responsible for managing and optimizing the procurement of materials and services within specified categories to ensure timely availability at competitive prices. You will also conduct market research, negotiate contracts with suppliers, and maintain strong supplier relationships. Additionally, you will collaborate with cross-functional teams to forecast demand, monitor inventory levels, and drive cost savings initiatives. You bring your strong analytical skills, excellent negotiation abilities, and a deep understanding of the materials procurement process to help MEG achieve optimal results.

Please note, this role is a 12-month contract position with compensation as a straight hourly rate

Your responsibilities will include:

- Operational Procurement:
 - Determining and advising the optimal procurement execution channel for all materials and services purchases.
 - Ensuring timely and accurate execution of Purchase Requests within Maximo for assigned categories.

- **Category Management:**
 - Collaborating with our Category Advisors to develop a material sourcing plan based on quarterly demand forecasts for assigned categories.
 - Incorporating local/regional market dynamics into plans, conducting thorough spend analysis, and completing strategic commercial initiatives.
- **Inventory Planning:**
 - Collaborate with the inventory controller to strategically analyze demand patterns, supplier lead times, and demand forecasts.
 - Optimize inventory levels and minimize stock-outs.
 - Work closely with suppliers to manage order quantities, delivery schedules, and safety stock requirements, ensuring efficient inventory management and alignment with customer demands.
- **Optimization:**
 - Assess cost-saving opportunities, including bulk purchasing, vendor-managed inventory strategies, and alternative sourcing, while maintaining quality standards.
- **Relationship Management:**
 - Develop, implement, and sustain key supplier relationships.
 - Manage supplier performance, foster strong connections, and ensure timely delivery, quality, and cost-effectiveness of key commodities throughout contract lifecycles.
- **Contract Management:**
 - Plan and execute sourcing events, such as RFPs and market tests.
 - Utilize analytical insights and market intelligence to identify potential suppliers, evaluate proposals, negotiate contracts, and drive competitive pricing and quality outcomes.

What you will bring to MEG:

- 6+ years of progressive operational procurement and supply chain experience
- Solid understanding of leading supply chain techniques (including but not limited to total cost ownership principles, procurement processes in a manufacturing environment, and supplier qualification methodology).
- Strong understanding of specific Category/Subcategory assigned
- Strong negotiation skills, both contractual and commercial
- Demonstrated experience with multiple sourcing methodologies (RFX, etc.).
- Understanding of strategic sourcing principles and P2P processes along with the ability to apply this knowledge to execute projects and optimize strategies.
- Ability to build good rapport with internal and external stakeholders.

- Effective communications at all levels of management both internally and externally.
- Excellent influencing and engagement skills with the ability to energize others at all levels of the organization.
- Experience in collaborating with multiple stakeholders to drive common solutions.
- Strong analytical skills and attention to detail
- Ability to multitask while prioritizing workload.
- Excellent facilitation and project management skills
- Maximo Purchasing experience considered an asset.

**Please apply on our website [MEGEnergy.com/careers](https://www.megenergy.com/careers)
by submitting your cover letter and resume.**

We thank all applicants for their interest. Only candidates selected for an interview will be contacted. MEG Energy is an equal opportunity employer who values diversity in our workforce. We work to ensure that our policies and practices protect individuals and groups under applicable human rights legislation. We will respond to accessibility accommodations by applicants upon request.