

Job Description: Purchasing & Logistics Coordinator

Type: Full Time

Who We Are:

More than 200 highly specialized colleagues work on the success of fuel cell systems in inter-disciplinary teams at our locations in Germany and Canada together with our participating technology and cooperation partners. Around 700 individual patents have been issued, underlining the leading role played by the company when it comes to technological development.

At our facility in Burnaby, Canada, the heart of the fuel cell system, the fuel cell stack, is manufactured in a state-of-the-art pilot production plant that is made possible by many years of expertise and experience in stack development and production.

In making further advancements in the development of fuel cell technology, we are searching for employees who can boost our success through their inspiration, enthusiasm and expertise. If you like the idea of playing an active role in co-creating the future of mobility, and you value a workplace that offers you a high level of responsibility and freedom, then look no further, but approach us.

Daimler Truck Fuel Cell offers more than just a workplace: namely the best conditions for a successful future. And not just in your professional life, but personally too. With an attractive salary and additional benefits. With flexible and modern working conditions. With a work-life balance that helps you manage career and private life. For a successful career and a successful life.

The Position

Reporting to the Head of Logistics, Planning and Production Quality, the Purchasing and Logistics Coordinator is responsible for executing the daily purchasing and logistics activities of the Burnaby plant. This function also supports the Strategic Purchasing department in Germany for Series material and the Mercedes-Benz Procurement Services department in Toronto for larger purchases. The position will work closely with Engineering, Quality, Finance, Production, and Maintenance to ensure that both purchased and manufactured items and services are delivered on time with the best quality and cost.

Responsibilities:

Purchasing

-Provide negotiation support where applicable

-Maintain required inventory of raw materials for production schedule

- Process requisitions
- Create and place purchase orders
- Monitor purchases through the delivery process and expedites orders
- Work with suppliers and the Quality team to resolve supply and non-conformance issues
- Evaluate supplier's performance
- Constantly look for ways to reduce cost
- Other projects and duties as required

Logistics

- Create shipment paperwork for international shipments
- Obtain quotes and arrange shipments with freight forwarders
- Monitor shipments until delivery
- Review freight invoices
- Resolve claims for damaged shipments
- Create Logistics specifications for Series suppliers

Qualifications & Skills:

Minimum 5 years working experience in a similar role

Post-secondary diploma or degree with a concentration in a supply chain related field

Enjoys negotiation and conflict resolution

Professional membership in a Supply Chain related organization (PMAC, CITT, CIFFA, ASCM, etc.)

Knowledge of Incoterms

Experience working in an ISO environment

Experience working with and/or implementing an ERP system

Experience within the high-tech manufacturing industry is an asset

Experience with transportation of dangerous goods regulations

Focus on attention to detail

Precise written and verbal communication skills

Attentive customer service

Values working with people while having the ability to work independently

Company website: www.daimler-truck-fuelcell.com

Send application to: DTFCC_jobs@daimler.com

Daimler Truck Fuel Cell Canada, Inc. is an equal opportunity employer that welcomes all applicants including persons with disabilities, visible minorities, women and aboriginals. We thank you for your interest, however, only those applicants selected for an interview will be contacted.