



Project Buyer –Langley

Bring your experience to a fast-paced, growing company in Western Canada's water management sector.

Advance Your Career with NCS Fluid Systems!

NCS Fluid Systems is a trusted leader in **water management solutions** across Western Canada, serving clients in the **Energy, Mining, Industrial, and Municipal Construction** sectors. We are currently seeking an **experienced Project Buyer** to join our **Langley, BC** office.

This is an **intermediate-level procurement role**, ideal for someone with a strong background in purchasing, supply chain coordination, and order management within construction, industrial services, or related sectors.

What You'll Do:

- Lead the **end-to-end procurement process** for assigned projects, from sourcing, quotation to PO issuance and order follow up within the Delegation of Authority Matrix.
- Work closely with Project Managers, the Shop team, and Asset Management to **forecast, plan, and execute project materials & service requirements**.
- Source materials, equipment and services from **preferred suppliers**, ensuring competitive pricing, availability, and compliance with technical specs.
- Monitor material flow and expedite orders to meet project timelines and avoid delays.
- Resolve order discrepancies with internal stakeholders, freight carriers and suppliers.
- Participate in **Bill of Materials (BOM)** reviews to ensure alignment with project scopes.
- Maintain accurate and organized procurement documentation including quotes, POs, technical specs, and delivery notes.
- Assist with inventory counts and material verifications as needed.
- Coordinate material returns according to Return Material Authorization processes.
- Contribute to **continuous improvement** initiatives in the procurement and supply chain process.

What You Bring:

- **5+ years of progressive experience** in purchasing or project procurement, ideally within construction, industrial services, water management, or a similar field.
- Proven ability to manage multiple projects and shifting priorities in a **fast-paced, center led, decentral executed operational model**.
- Proficiency in Microsoft Office Suite (Excel, Outlook, Teams), Adobe, and cloud-based tools like OneDrive.
- Familiarity with procurement and project management software (experience with 4CastPlus is an asset).
- Excellent verbal and written communication skills, with a focus on professionalism and clarity.
- High attention to detail and a strong sense of **ownership and accountability**.
- Post-secondary education in supply chain management or a related field preferred; enrollment in or completion of the **SCMP designation** is considered an asset.



Why Join NCS?

At NCS, you'll be part of a tight-knit team that values **professionalism, safety, and customer service**. We're a company on the rise, and we believe in empowering our people with the tools and support they need to **grow their careers**.

How to Apply:

Send your **resume and cover letter** to hr@ncsmangement.ca by **April 30, 2025**.

Please include "Project Buyer – Langley" in the subject line of your email.