

About Us:

As a Purchaser at TVape you will be gaining experience working in an organization that is a leading international online vaporizer retailer, is the #1 in Canada, and has started its rapid expansion in to the US and European markets. We have been growing rapidly since 2009 and have quickly become the premier source for vaporizer-related information in the world.

Job Description

The Purchaser will be responsible for coordinating with Marketing, Sales, Warehouse and Operations team to create detailed forecasts to ensure we never run out of stock of key products. The Purchaser will also be responsible for negotiating and coordinating the purchase of all products/parts with Suppliers and Manufacturers.

Job responsibilities:

- Stock Analysis and demand planning
- Utilization of Market Trend Analysis, Competitor Analysis, Cost Analysis to assess performance of current products sold, and to identify new products to sell
- New Product Launch coordination
- Pricing and Margin computation
- Stay up to date with marketing department's assessment on industry trends for new product opportunities
- Coordinate with manufacturers and Source Materials to be used in the manufacturing of exclusive products (pricing negotiation, cost effective alternative)
- Stale stock reporting and sales strategy

Job Requirements:

- Ability to stay disciplined while working from home
- Degree in Business, Economics, Finance or related fields
- 3+ yrs experience in purchasing
- Expert in negotiation
- Expert in quantitative forecasting and analysis
- Strong Written and Verbal Communication Skills in English required (Mandarin a plus but not required)
- Ability to maintain accuracy while working under tight deadlines
- High attention to detail and analysis
- Strong critical thinking and problem-solving ability
- Advanced in Microsoft Office (Word, Excel and Outlook)

Salary: \$55,000.00 CAD per years

Bonus Opportunity: \$5,000.00 CAD per year

How to Apply: Send your resume and cover letter to careers@tvape.com