

Job Title: Buyer

Location: Saskatoon, Saskatchewan (On-site)

Job Type: Full-time

For more than 40 years, Calian has been solving the world's most complex problems by pairing the brightest minds with powerful technology. Calian solutions impact the world; from the satellites in space that connect us to the farms that feed us, from the medical professionals who care for us to the governments, schools and companies that make the world better every day.

Position Overview

The Buyer is responsible for sourcing, purchasing, and managing the timely delivery of raw materials, components, and supplies required for production operations. Working closely with suppliers and internal teams, the Buyer ensures the right materials are available at the right time and cost, supporting uninterrupted manufacturing processes and maintaining optimal inventory levels. Building strong supplier relationships, in addition to robust knowledge of the commodities, is important to succeed in this role. This role plays a critical part in balancing cost-efficiency, quality, and supply continuity within a fast-paced manufacturing environment.

Responsibilities

- Ensure timely procurement of materials and components to meet production requirements and prevent downtime, expediting and reporting out on any vendor delays that are experienced
- Maintain accuracy and integrity of purchase orders, supplier data, and material records in the ERP system
- Adhere to procurement budgets and cost-saving targets while maintaining quality and delivery standards
- Monitor and report on key performance indicators (KPIs) such as on-time delivery, cost variance, and supplier reliability
- Comply with company policies, ethical standards, and regulatory requirements in all procurement activities
- Support continuous improvement efforts by contributing ideas and implementing changes that enhance procurement efficiency and effectiveness
- Own relationships with key suppliers, holding them accountable for agreed terms, performance metrics, and service levels
- Creating, evaluating, and upkeeping supplier scorecards
- Track and report on sustainability metrics related to procurement (e.g., recycled materials, carbon footprint of suppliers, etc.)
- Negotiate and manage supplier contracts, including terms and conditions, pricing agreements, and service-level agreements (SLAs)
- Identify and resolve material shortages, delays, or discrepancies that could impact production schedules by collaborating with suppliers, planners, and internal departments

- Analyze root causes of procurement or inventory-related issues and implement corrective actions to prevent recurrence
- Manage supplier performance issues (e.g., late deliveries, quality concerns) through proactive communication and negotiation
- Adapt purchasing strategies to respond to sudden changes in demand, market conditions, or supply chain disruptions
- Develop contingency plans to mitigate supply risks, including sourcing alternative suppliers or materials when necessary
- Continually work with suppliers to obtain improved pricing, lead time, validity periods, delivery terms, or other quotation deliverables
- Maintain knowledge of industry trends seen on composite materials and other commodities used by the Composites division
- Collaborate with planning and production teams to align procurement with demand forecasts
- Act as a reliable point of contact for cross-functional teams on all material-related inquiries and escalations
- Use data-driven analysis to optimize purchasing decisions and improve cost-efficiency without compromising quality or delivery timelines
- Continuously evaluate processes to identify opportunities for improvement in procurement workflow, lead time reduction, and inventory accuracy
- Share best practices and lessons learned across the organization

Qualifications

- Degree in Supply Chain Management or SCMP Designation
- 1-5 years purchasing experience in a manufacturing environment
- Strong negotiation and communication skills, both verbal and written
- Proficiency in ERP Systems, SAP preferred & Microsoft Office Suite (especially Excel)
- Understanding of manufacturing processes, bill of materials (BOM), and material lead times
- Ability to manage multiple priorities and meet tight deadlines in a fast-paced production setting
- Detail-oriented with strong analytical and problem-solving abilities
- Working knowledge of procurement regulations, supplier quality standards, and basic contract terms

Additional Requirements

- Must be office-based in Saskatoon within a manufacturing or composites facility, with regular interaction with production, planning, and warehouse teams.
- May require occasional walk-throughs of production or warehouse areas to coordinate material flow or address supply issues.
- May involve occasional travel to supplier sites or other company locations, depending on sourcing requirements.

- May occasionally work outside normal business hours during critical production periods, supply chain disruptions, or urgent procurement needs.
- Must be eligible to obtain government security clearances.

Click the link below to apply:

<https://careers.calian.com/careers/sf-buyer-2047/>