

Employment Opportunity

Orano Canada

Expeditor, Supply Chain (1 Year Term) (Saskatoon)

Orano Canada Inc. (OCI) is a leading producer of uranium in Canada, working to power the future with clean energy!

In this dynamic role, you'll play a key part in our supply chain department to help keep operations running smoothly. You'll coordinate materials and services, keep inventory on track, and nurture vendor and teammate relationships to solve problems and keep things moving. You'll use tools like SAP to stay on top of orders and data, all while working to improve processes and support big-picture goals like sustainability and operational excellence. If you're excited about this opportunity, we encourage you to apply!

What you'll be accomplishing:

- Monitor and purchase materials and services and expedite purchase orders within the assigned contract terms and conditions
- Work with site materials team to keep inventory at targeted company levels and purchase required inventory through analysis of the SAP MRP and direct spend
- Keep vendor details up to date in SAP, such as names, contacts, and payment information, etc.
- Maintain accurate vendor pricing and delivery times in SAP agreements and info records
- Work closely with site inventory analyst to optimize inventory levels and efficiencies
- Conduct Third Party Checks for new and renewed vendors
- Process SAP purchase orders for Saskatoon Office and McClean Lake Operation.
- Foster positive, collaborative relationships with teams, vendors, and contractors to support optimal service, cost efficiency, and timely delivery
- Work with vendors to remedy purchase order and invoice discrepancies
- Assist and support the preparation and tracking of key performance indicator (KPI) reports
- Responsible for the disposition of nonconforming inventory materials and equipment
- Work closely with accounts payable to resolve invoicing discrepancies
- Responsible for vendor sustainability reporting and vendor prequalification process
- Other Supply Chain duties as required
- Embrace and support Operational Excellence efforts and OE Culture
- Comply with all Orano health, safety and environmental policies, practices and procedures
- Promote and adhere to Orano Canada's values: Customer Satisfaction, Continuous Improvement, Respect and People Development, Cohesion and Team Spirit, and Exemplarity, Integrity, Responsibility

Qualities and skills we're seeking:

- SCMP designation with Supply Chain Canada, or bachelor's degree in business, commerce, accounting, or other relevant area of study
- Minimum 5-7 years of relevant administrative experience. Experience with assisting supply chain or accounting is an asset



- Experience with expediting material orders and sourcing alternate products
- Computer experience in Microsoft Outlook, Excel, Word and SAP
- Ability to foster and maintain good working relationships
- Effective interpersonal and communication skills, both written and verbal
- Excellent planning and organization skills to coordinate efforts and meet deadlines
- Excellent time management skills, analytical skills and able to prioritize work
- Able to manage competing priorities in a fast-paced environment
- Cooperative and collaborative, able to work as part of a team and demonstrate flexibility
- Honest, ethical, and respectful

Work location & schedule:

- Saskatoon Corporate Office
- Monday to Friday, 8:00-4:30; 40 hours/week
- Occasional trips to McClean Lake Operation
- Respond to evening and weekend on-call emergency requests from site based on a rotating on-call schedule

Benefits and advantages of working with us:

- Competitive salary and benefits package
- A welcoming environment and great co-workers
- Training and development opportunities throughout your career
- Fitness equipment available for use on work/camp premises
- Career advancement opportunities, social committee, interesting projects and opportunities to get involved in our strong commitments to communities

As a condition of employment the successful candidate must complete Orano's pre-employment checks including education verification and employment reference checks.

Drug (including marijuana) and alcohol substance testing is a requirement for all Safety Sensitive positions. Applicants who have recently used marijuana recreationally may not pass a substance test as marijuana can remain in the user's system for as many as 30 days after use.

Orano is an equal opportunity employer. We value the knowledge, experience and cultures of all individuals and are committed to the advancement of Indigenous Peoples, Women, Visible Minorities and People with Disabilities. We strongly encourage all qualified candidates from these designated groups, including those with disabilities, to apply for our career opportunities. We are dedicated to creating an accessible workplace for everyone.

Apply online at www.orano.group/jobs/en by June 9, 2025.

Job #: 025-133-S

HR Authorization: Sharisse Carr

