



PROCUREMENT MANAGER

FPD Company, a subsidiary of Trigon Holding, Inc., is currently seeking a Procurement Manager. Located in McMurray, PA, FPD Company is a global manufacturer of forged and machined titanium aerospace components and medical implants. Our knowledge of materials, precision manufacturing methods and a comprehensive quality system enable us to meet the stringent requirements of the aerospace and medical industries.

The Procurement Manager will be responsible for coordinating the procurement and distribution of materials, parts, and supplies for the organization.

Responsibilities Include:

- Coordinate all activities related to procurement of a commodity beginning with intent to purchase through delivery.
- Analyze requirements, including preliminary specifications, preferred supplier, and date commodity is needed.
- Investigate and interview potential suppliers to determine if they meet the specified requirements and proactively manage vendor sources for future forecasted needs.
- Analytically evaluate and choose suppliers offering the best combination of service, delivery, quality, and price.
- Negotiate the lowest possible cost for the commodity balanced against the optimum quality and schedule needs.
- Implement purchase contracts that comply with company and government regulations.
- Assure commodity is delivered on schedule, at the negotiated price, and meets the quality standards of the company.
- Maintain timely control of orders, amendments, shipping notices, and other documents for accurate retention of records.
- Ensure division is using latest computer tools to forecast, plan, and buy material to meet customer demand.
- Work with CFO and upper management to maintain an optimum level of inventory to meet goals while maintaining customer satisfaction requirements.
- Directly manage support staff and carry out supervisory responsibilities in accordance with policies and applicable laws.

Qualifications:

- Bachelor's degree (B. A.) from four-year college or university; or over ten years related experience and/or training; or equivalent combination of education and experience.
- Certified in CPIM, CSCP, or equivalent.
- Proficiency in ERP systems software, Microsoft 365 applications (Excel, Outlook, etc.). Ability to use data analytic tools a plus.
- Ability to analyze, and interpret general business periodicals, professional journals, technical procedures, and governmental regulations.
- Effectively write reports, business correspondence, and procedure manuals and present information to managers, clients, and customers.
- Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

We offer a comprehensive benefits package which includes medical, dental, vision, life & disability insurance, profit sharing 401(k), vacation & personal floating holidays.

Qualified candidates interested in this opportunity should send resumes to careers@fpdcompany.com.

Equal Opportunity Employer