

## Procurement Specialist

BCFoods Inc is a worldwide leader in the industrial food ingredient industry. We import products from all over the world and have supply partners and manufacturing facilities in many countries including China, Germany, Poland, Chile, Mexico, India and Peru. Our product line consists of over 500 items, so complexity, challenge, and variety are the norm here.

Visit our website at [www.bcfoods.com](http://www.bcfoods.com) to learn more about us.

We are seeking a detail oriented and well-organized Procurement Specialist to join our team in Bolingbrook IL.

### Qualifications and Experience:

- BA Degree or equivalent
- 3+ years in an inventory procurement, management, planning type role
- 3+ years in successful, high impact business development, and decision-making role.
- Food industry experience required; ingredient experience preferred
- Strong understanding of supply chain
- Strong negotiation skills
- Advanced computer skills, Excel experience mandatory
- SAP Business One experience a plus.
- Outstanding analytical, planning, problem solving and organizational skills
- Be very proactive with a keen intuition for detecting potential issues before they arise.
- Effectively manage competing demands, able to self-manage multiple tasks.
- Ability to work in a multi-cultural global environment, working on a daily basis with people worldwide.
- Passion for business development

### Duties and Responsibilities include, but are not limited to:

- Lead strategic and tactical procurement for inventory needs
- Work with Sales, Quality Assurance, Customer Service, Inventory Management, Logistics, Purchasing and Finance to resolve supply issues.
- Assure customer satisfaction
- Qualify and develop business opportunities and meet Global objectives.
- Lead and participate in Sales and Inventory management process.
- Potential for domestic and international travel to Vendors, Supply partners, manufacturing sites, customers and trade shows.

Please send resume and cover letter outlining your previous experience pertinent to this position.