



## Technical Procurement Specialist

Are you looking for an exciting career in advanced manufacturing? Niehoff Endex North America, Inc. is a German non-ferrous wire & cable drawing machinery manufacturer for the wire and cable industries located in Swedesboro, NJ (greater Philadelphia area). To support our ongoing growth, we are looking for a Technical Procurement Specialist.

### Position summary:

Prepare and process purchase orders and requisitions for materials and supplies for wire processing equipment. Review sales records and inventory levels of current stock to develop strategic purchasing programs. Utilize understanding of galvanic plating equipment for nonferrous products to purchase assemblies for production and spare parts. Write and review product specifications, maintaining a working technical knowledge of the goods or services to be purchased. Perform technical project management to research and evaluate suppliers, based on price, quality, selection, service, support, availability, reliability, production and distribution capabilities, and the supplier's reputation and history. Negotiate contracts with suppliers, vendors, and other representatives to effectively evaluate and approve conditions for issuing and awarding bids, and administer contracts. Draft and implement instructions, policies, and procedures for purchasing and contract management. Evaluate and monitor contract performance to ensure compliance with contractual obligations, and resolve grievances with vendors, contractors, and suppliers.

Utilize understanding of wire processing machinery used in a continuous process to work together with product engineers to find the most cost-effective solutions for purchasing materials and supplies. Read blueprints to be able to evaluate and to find alternative parts. Analyze production forecasts and inventory levels to determine purchasing requirements. Maintain and implement purchasing and recordkeeping systems. Maintain data in information systems or databases. Monitor changes affecting supply and demand, tracking market conditions, price trends, and futures markets.

### Requirements:

Requires bachelor's degree in Management Info Systems or Supply Chain Management & two years' experience in a technical project management or purchasing role in an industrial manufacturing environment. Experience must include two years performing technical project management & utilizing understanding of machinery used in a continuous process.

Salary range: \$72,000 - \$78,000/yr.

Send resume to: HR, attention: [jobs@niehoffendex.com](mailto:jobs@niehoffendex.com)

Niehoff Endex North America Inc. is an equal opportunity employer. We offer competitive salary, benefits, paid vacation, and an opportunity to work at a growing company.