

Materials Management Specialist

Based in the outdoor recreation hub of Squamish, BC, this is a role for a Materials Manager who understands the complexities of supply chain, procurement, vendor relationships, and plant operations. Reporting to the Chief Financial Officer, this role manages a full range of supply management activities to facilitate timely and cost-effective sourcing, purchasing and inventory of electronic, mechanical and electrical engineering components, equipment and materials. You will work with the CFO, Operations team, and Engineers to define and implement a logical materials management system to effectively track information relating to suppliers and components. This is a new position offering the right candidate the freedom to build processes and procedures from scratch for a materials management system through to a supply chain strategy.

This is an opportunity to join a team focused on integrating atmospheric CO₂ into liquid fuels production and a great match for an individual who wants to be part of a culture where your contributions are noticed.

Qualifications:

Education: Supply Management training or equivalent experience. Membership in the Purchasing Management Association of Canada (PMAC) is an asset.

Experience: Minimum 10 years of relevant materials management and/or procurement experience.

Responsibilities:

- Review, place, expedite and coordinate purchase orders to ensure the timely delivery of merchandise.
- Develop efficient and effective procedures and tools to support procurement activities.
- Assist the engineers and operators in qualifying and selecting vendors and suppliers.
- Develop, implement, and maintain effective systems for tracking supplier and materials data.
- Solicit and analyze competitive quotes.
- Negotiate contracts and terms of purchase.
- Customs liaison and expediting.
- Freight and logistics management.
- Involvement in the development of a construction / manufacturing supply chain, is an asset.

In addition to technical skills, you also need to have these attributes to be the right fit:

- A self-starter with the ability to work independently towards multiple deadlines with minimum supervision in a fast-paced environment.
- Hands-on experience and comfort working in a development environment.
- Thrive on doing things that have not been done before (explorer mindset).
- This position is based in Squamish, BC, so if not already qualified to work in Canada you must be eligible to apply for a Canadian work permit.

If this seems like the dream job for you, send your resume to careers@carbonengineering.com and quote "Materials Management Specialist" in the subject line.