



## ***WE'RE LOOKING FOR AN INTERCOMPANY BUYER POSITION LOCATION: FORT ERIE, ON***

Reporting directly to SCM Manager, the Intercompany Buyer is responsible for transferring intercompany raw materials to satisfy MRP and AOG demands and ensuring production/ customer orders/internal workshops are satisfied. The Intercompany Buyer is also responsible for maintaining the accuracy of the raw material data base in ERP system, supporting internal customers with pricing and lead time as required and administrative support within SCM team (Planning, Warehouse, Logistics).

### **MAIN RESPONSIBILITIES**

1. Transfer and purchase order generation of inter-company raw materials to satisfy MRP/historical consumption forecasting and AOG demands.
2. Ensures production and internal customer orders/queries are satisfied including reporting shortages, monitoring critical items, weekly consolidation updates.
3. Analysis of forecast demands and historical usage for R&O/Blade workshops to satisfy demands including warranty/exchanges/internal vendor repairs/service bulletins.
4. Aware of inventory turns, total cost of ownership, logistical movement of goods.
5. Communicating accurate/timely details to internal customers and workshops.
6. Support to other team members: procurement, planning, expediting, customs, and follow up administrative support to support and services department.

### **EDUCATION & JOB REQUIREMENTS**

- College Diploma in Business Administration or related field
- 2 years' work experience in purchasing/inventory control
- Computer proficiency – Microsoft, Excel, SAP or ERP system



- Understanding of material requirements, inventory replenishment, function/costing
- Effective communicator – ability to clearly express issues (written and oral)
- Analytical and independent thinker
- Attention to detail
- Ability to proactively undertake initiatives to satisfy time sensitive demands
- Displays a positive and motivated attitude
- Demonstrates accountability and proactive service minded attitude

**To apply for this position, please send an up-to-date resume and cover letter to [AHCA-HR@airbus.com](mailto:AHCA-HR@airbus.com)**

**We would like to thank all applicants, however, only those selected for an interview will be contacted.**