



GREAT CAREER OPPORTUNITY AT LOGISTEC SENIOR BUYER

We are the provider of choice for safe, sustainable and creative solutions in the marine and environmental sectors. We are truly committed to finding and supporting the best talent. We are now looking to fill a **Senior Buyer** position in Montreal.

RELIABILITY IMAGINATION GOING BEYOND SUSTAINABILITY

With so many opportunities available to you, there are good chances that you'll find a way of doing what you are truly passionate about. We need top talent to create the right workplace for our people.

The Logistec family is seeking a dynamic individual to manage purchases for the company. This is an opportunity for the right person to demonstrate their **ORGANIZATION SKILLS**. You will be responsible for ensuring that all of your tasks are carried out **WITH ACCURACY** and **IN A TIMELY MANNER**.

Your new responsibilities:

- Take charge of the work orders received and clarify them;
- Place purchase orders for the maintenance team, and ensure follow-up on the timely delivery of equipment and services ordered to carry out planned work;
- Be the custodian of the equipment files via the maintenance software and keep the backlog list up to date;
- Produce the maintenance team's daily and weekly calendars according to the information and requests transmitted to the Maintenance Superintendent;
- Develop standard work sheets for repetitive maintenance jobs;
- Follow-up on discrepancies and document them so that the Maintenance Superintendent can analyze them and take action to improve work management;
- Place parts received in storage, both on a technological and physical level in the store;
- Be the custodian of the inventory and hold it at an optimal level that is to be determined with the Maintenance Superintendent.

You have the right qualifications:

- At least 3 to 5 years of experience in a similar position;
- DVS in Industrial, Diesel or Electrical Mechanics, or Electromechanics;
- Previous experience with maintenance systems (ex.: eMaint);
- Mastery of the Microsoft Office suite;
- Experience in a unionized environment (asset);
- Availability to work day shifts and on call on weekends.

At Logistec, we believe that inclusion inspires true **IMAGINATION**. The most creative team must also be the most diverse. That's why we offer equal opportunities to all applicants.



If you are interested in joining a great team and believe you have the right qualifications, please visit the OUR PEOPLE section of our website at www.logistec.com for more information.