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# Example of Program Buyer Job Description

Our company is hiring for a program buyer. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for program buyer

* Working collaboratively with assigned Category leadership providing “single point of contact” support for all matters relating to Procurement with a primary focus on Product Development & Launch
* Providing leadership, strategic influence and execution support for active product development projects with a goal of meeting or exceeding overall project objectives
* Creating requests for quote, completing price analyses and subsequently working with Direct Materials Procurement to design the ideal supply chain based on factors such as cost, quality and lead time
* Effectively collaborating with and leveraging other Global Procurement teams such as Direct Materials Procurement (Americas, EMEA, & Asia), Operations Procurement and Centers of Excellence (Contracts, Supplier Qualification, Supplier Development)
* Drive Continuous Improvement activities across all PLB activities
* Manage the PLB team
* Purchasing of goods, materials and logistic services within the company budget
* Support DfV activities, reduce the purchasing costs
* Manage the materials cost base and analyze expenditure
* Liaise with colleagues to ensure the requirements of the business are mirrored in the terms agreed with the suppliers

## Qualifications for program buyer

* Bachelor of Engineering or Science or Business School with purchasing specialty
* Cost model experience
* Experience purchasing chemicals (resin, paint)
* Advance Excel skills (pivot tables, V-lookups, macros) for analyzing data
* Must have TIER 1 Automotive experience
* Some bending, climbing, grasping and lifting