



## **PURCHASER - SOUTH MEADOW VENTURES / FULL TIME / SHELBURNE, VT**

### **Position Summary**

The purchaser is responsible for the procurement of all products and supplies for South Meadow Ventures that are sold through E-commerce and Direct Mail channels. You will manage both domestic and foreign supply chains and ensure a lean material flow, processes, and procedures under the guidance of the Sales Director.

### **Responsibilities and Accountabilities**

- Negotiate and communicate with suppliers.
- Forecast supply and demand plans in coordination with the marketing and merchandising department.
- Set product min/max and maintain stock accordingly.
- Forecast price trends and their impact on future activities.
- Analyze landed costs and make pricing and supply recommendations.
- Negotiate pricing, terms, and delivery to specific budgets while building and maintaining a mutually successful supplier relationship.
- Supervise supplier performance to ensure continuity and accuracy of product receipt.
- Serve as liaison between suppliers, manufacturers, and stakeholders within the company.
- Deal comfortably with sustainability, risk management, and ethical issues.

### **Requirements**

- Bachelor's degree in relevant field or equivalent experience.
- Excellent oral and written communication skills.
- Able to develop, nurture and maintain working relationships.
- Ability to analyze data to draw conclusions.
- Flair for negotiation and networking.
- Ability to make decisions and cope with the stress of demanding targets and tight deadlines.
- Ability to handle multiple projects and unique brand needs while prioritizing as needed in a fast-moving environment.
- Confidence, tact, and diplomacy.

### **Preferred Qualifications**

- Fluent in German.
- Experience Using Netsuite ERP.
- Experience with 3rd Party Logistics.

Please send a cover letter, resume and salary requirement to [jobs@someadow.com](mailto:jobs@someadow.com).