



**TITLE OF JOB: Director of Purchasing**

**LOCATION: Atlanta**

**POSTED: January 2018**

**SUMMARY:**

An energetic casual restaurant concept, with 200 full-service corporate owned and franchised restaurants, located throughout the country. The Director of Purchasing will be responsible for leading and developing a procurement team. This well-rounded procurement leader will also be involved with guiding the team with vendor management both hands on and with his/her team.

**RESPONSIBILITIES:**

Reporting to the COO, the Director of Purchasing is responsible for ensuring that all vendors and suppliers across the business maintain the highest levels of products and services at the most favorable terms. Manages \$100MM in total spend with 300 SKU's of which close to 150 are proprietary. The Director of Purchasing works closely with operations, marketing, franchisee's and external distribution sources to ensure the supply chain is optimized at the standards expected.

**REQUIREMENTS:**

- Negotiates contracts, optimum pricing and delivery from suppliers and vendors across the business
- Conducts opportunity analysis and recommends actions to improve contractor compliance, vendor consolidation, distributor purchase brackets and freight cost reductions.
- Ensures that the business is optimizing marketing opportunities with vendors including negotiation of franchise conference vendor funding.
- Builds, develops and manages relationships with key suppliers
- Manage relationships with external distribution channels and ensures service level standards (KPI's) are maintained.
- Monitors and audits incoming landed costs to external distributors to ensure that appropriate costs are being charged to the system.
- Monitors inventory levels at external distribution channels to ensure franchise order demand can be met without disruption

**EDUCATION:**

Bachelor's degree in business, supply chain, or operations management focus preferred.

**SALARY & BENEFITS:**

\$125K + 15% bonus

**FOR POSITION REQUIREMENTS AND SPECIFICATIONS PLEASE CONTACT:**

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