



CAREERS

Are you interested in pursuing your career at a company that really values each person?
We have an opening for a buyer that may be right for you.

Join one of the best work teams in the Chicago area to invest your work time. We are an award-winning workplace of energetic, talented people who fabricate and manufacture stainless steel and are seeking a Buyer to join our team. In this position, you need to be able to establish relationships with vendors and suppliers. You will also be responsible for negotiating prices, placing orders for all supplies and for balancing inventory levels.

Reasons to work for ACE Metal:

We are devoted to having a workplace that supports each of our team members in making high quality products and working together to be the best at what we do. We are a sheet metal fabrication company specializing in stainless steel, servicing the Midwest. Our customers are Original Equipment Manufacturers (OEM's) that are primarily in the food processing, food packaging, and pharmaceutical industries. We pride ourselves on our customer responsiveness which has made us successful for a number of years.

Here's the things you'll do:

- Sourcing and purchasing of specialized machine parts and wide variety of supplies.
- Oversees management of tool repairs, including tracking the current working inventory
- Calculate correct order quantities according to inventory specifications.
- Accurately place purchase orders when needed and ensure timeliness requirements are met.
- Handle and reconcile receiving and invoice issues.
- Coordinate and reconcile vendor return issues with the Quality and Production departments.
- Expedite deliveries of orders into the facility.
- Complete reports and special projects.

What you need to know already:

You must have a minimum of two years' experience for this position.

- A Bachelor's degree is strongly preferred.
- Knowledge of purchasing, production and inventory control process, policies, and procedures.
- Knowledge of various production floor and inventory control systems such as Lean Manufacturing principles, Kanban, Just In Time (JIT) and Manufacturing Resource Planning (MRP).
- Strong computer skills are required.

Benefits offered to full-time employees:

- Competitive compensation
- Health and Dental insurance
- Quarterly profit sharing
- 401(k) Plan with company match
- Paid vacation and holidays

[Visit acemetal.com/careers to apply!](http://acemetal.com/careers)