

# ROCKFORD CORPORATION

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Rockford Corporation, high-performance audio manufacturer located in Tempe, is looking for a qualified individual for a full-time position as a Buyer in the Supply Chain / Purchasing department. This is a highly visible position in the company and we're looking for a good fit within the department and the organization. We offer a casual work environment and great benefits. Our employees are very passionate about their work and are encouraged to bring new ideas and creativity to their jobs.

**JOB TITLE:** Buyer

**JOB SUMMARY:**

In this role, you will utilize ERP systems to purchase products while considering price, quality, and delivery to ensure continuity of supply. You will be directly responsible for maintaining acceptable inventory levels, collaborate with other departments on team projects, and consistently work closely with contract manufacturers to ensure uninterrupted supply to customers. Position will report to the Vice President of Global Supply Chain and interface with various other departments.

**SUMMARY OF KEY RESPONSIBILITIES:**

- Maintain optimal inventory levels of purchased products.
- Purchase products utilizing Oracle ERP system to meet customers' needs globally.
- Manage supplier relationships and help cultivate new relationships as required.
- Negotiation with and management of contract manufacturers to resolve price, quality, delivery, and/or invoice challenges.
- Engage in project team meetings to support development and delivery of new products into the marketplace.
- Act as an interface and lead between suppliers and other relevant departments on purchasing processes and new projects.
- Process purchase requisitions and create purchase orders for other departments' procurement needs.
- Communicate with suppliers and update purchase orders for up-to-date shipping information.
- Work closely with others and review opportunities for continuous improvement and business improvements.
- Coordinate with logistics team to manage and communicate in-transit shipments.
- Achieve results while finding cost effective improvements .

**QUALIFICATIONS:**

- Bachelor's in Supply Chain Management or closely related field.
- 2 to 4 years of relevant purchasing/supply chain experience.
- Attention to detail, accuracy and deadline driven.
- Ability to interface with and effectively communicate with cross functional teams both internally and externally.
- Excellent computer skills, experience with MS Office and Oracle (preferred).
- Professional communication and presence.
- Proactive, self-starter, with ability to effectively achieve results.
- Travel to contract manufacturers in Asia as needed (up to 25% of the time).

*The above statements are intended to describe the general nature and level of work being performed.*

*They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*