

## **Job Description: Commodities Buyer**

Position Reports To: Vice President of Supply Chain

### **Position Summary:**

Conduct and oversee the contracting and procurement of commodities at Furmano Foods, Inc (FFI). The Commodities Buyer has direct responsibility for acquiring dry beans, bulk tomato paste, sugars and corn sweeteners. The Commodities Buyer will also help with strategic sourcing of copack items and will assist with analysis of Natural Gas, steel and tinplate markets. The Commodities Buyer will manage a commodity strategy that delivers optimal position for pricing, quality and service. This position is a key contributor the company's long term Supply Chain success so the person must be a "Strategic Thinker". Responsible for \$35 million to \$60 million in annual spend.

### **Duties/Responsibilities:**

- Establish and maintain appropriate purchasing policies and practices including approval levels, purchase order contractual language, and document handling. Maintain compliance with accepted accounting practices, and compliance with FFI's business ethics and any government regulations.
- Must be a people person and relationship builder with strong interpersonal skills that has the ability to influence, collaborate and support peers and suppliers. The ability to work independently and also be a team player. Maintain a positive teamwork atmosphere by actions, communication and helping co-workers.
- Demonstrate a solid business acumen in negotiating skills to ensure the best pricing, quality, and service for FFI commodities.
- Understand and rationalize when it is beneficial to make contractual commitments for a single year, multi-year or spot market contracts. Contract purchase volumes that align with annual Sales Demand, forecasted Production Plans and proposed raw material inventory levels.
- Maintain knowledge of domestic and international market conditions that may influence price changes of commodities. Where applicable, forecast and proactively communicate probable future pricing versus current bookings to internal customers in Supply Chain, Sales and Marketing, Accounting and upper management and how it impacts the organization.
- Empower the FFI to be the "Dry Bean Expert". Know what regions domestically and internationally processing quality bean types are grown. Know the typical quality of bean

types by growing locations, understand and be proactive in communicating quality concerns to internal customers for the current crop year.

- Have and maintain an understanding of Agronomics and what can influence price and quality changes like weather conditions and scarcity of seed.
- Gain knowledge of current and potential future dry bean varieties. Through cuttings and University trials be an active participant in the dry bean community. Understand what characteristics our customers want, provide feedback to groups and help influence varieties being planted for FFI.
- Where applicable and beneficial build/maintain strategic partnerships.
- Work in cooperation with QA to ensure materials comply with all FFI, regulatory agency and BRC, documentation requirements and safety policies. Coordinate the disposition of defective or rejected materials.
- Be involved in the “canner quality” approval process of beans and bean samples.
- Similar requirements and responsibilities for procuring other noted commodities (paste, sweeteners, etc).
- Establish a “total cost” procurement culture which includes purchase price, material quality, service and internal costs as key elements.
- Report out monthly position versus the market and when possible versus our competitors to the Costing Committee and S&OP team.
- Prepare, maintain and report out on budgetary (expense, PPV, etc) and KPI information for monthly review.
- Other duties and responsibilities as assigned.
- **Personal Safety and Food safety is the responsibility of every employee. Any issues should be brought to the immediate attention of area supervisor or manager.**

**Education:**

- 4 Year degree in Supply Chain, Agriculture, Business or other related field
- APICS or ISM certifications a plus

**Experience / Qualifications :**

- Preferred experience in procurement, Dry Bean/Pulses, grain or other food commodities
- 5-7 years in Food Manufacturing or Agriculture a plus
- 3-5 years in procurement a plus
- Travel up to 15% both domestic and international
- Understanding or the ability to interact with ERP systems.
- Skilled in MS Excel, Word and PowerPoint
- Qualified experience in the manufacturing or related fields will be considered above an individual's specific education or qualifications.
- Ability to write, speak, read, and communicate clearly in English