



## **Lumber Procurement Specialist - Full Time Permanent**

Metrie is North America's largest supplier and manufacturer of solid wood and composite mouldings and interior finishings. We are passionate about making a difference by helping our customers transform their houses into homes and love where they live! For nearly 100 years we have created solutions that make it easier for our trusted partners to select, purchase and design homes, with our high-quality, crafted products.

**Why work for Metrie?** As a family-owned business, we work hard to create a home for our Metrie family where you are empowered to be your best every day. We are a competitive and passionate team of professionals, who are always up for a challenge. We believe that work should be fun, inspiring, and offer us new opportunities to learn, grow, and lead.

### **THE OPPORTUNITY:**

The Procurement Specialist is responsible for the best total cost and just in time delivery of all materials and services. They will be supporting the operational, production, and administrative functions of Metrie.

You will play a major role in managing lumber supply to drive order fulfillment and budgeted value creation. You will oversee the timely movement of lumber and materials throughout the physical plant right from the purchasing of products and services, managing supplier/vendor relationships, negotiating with suppliers, quality delivery, and payment terms in accordance with the Safety Standards.

We are looking for a Procurement Specialist that takes pride in their work to ensure continuity of supply of materials to guarantee Metrie meets production requirements.

### **RESPONSIBILITIES:**

- Coordinate the procurement planning process to match supply & demand forecasts, inventory management goals, and on-time delivery.
- Maintain familiarity with the softwood lumber market for raw material purchasing and identify the factors which influence availability and pricing, ensuring that significant market changes are anticipated, managed, and communicated.

- Maintaining, and communicating long-term sourcing strategies to support the business unit's long-term vision and objectives.
- Prepare the project procurement strategy, implementation plans, and methods of dealing with the customer's requirements, including preparation of project-specific procedures to identify potential risks and customer needs.
- Ultimately owns reliability, financial, procurement, productivity, environmental, and other site stewardship responsibilities.
- Maintain positive business relationships with supplier's key personnel involved in or directly relevant to purchasing activities.
- Collaborate with Metrie staff, other departments, senior management, and decision-makers to share information, problem-solve, and clarify management objectives.
- Ensures that business and individual goal-setting processes such as capital plans, expense budgets, safety strategic plans, and performance management plans are developed and executed with excellence.

#### **QUALIFICATIONS:**

##### **We would love to hear from you if you have:**

- Previous supply chain experience, preferably in a manufacturing or industrial setting would be considered as an advantage.
- Degree in Forestry, Forest Engineering, Wood Science Engineering, or equivalent and relevant experience in procurement.
- Exceptional interpersonal skills and an entrepreneurial spirit.
- Analytical, strategic, and critical thinking skills including the ability to synthesize information.
- Strong organizational and problem-solving skills.
- MS Excel fluency is a requirement.
- SAP experience is preferred.
- Eagerness to operate in a dynamic fast paced environment with an ability to drive change.
- Ability to develop strong working relationships with stakeholders.

#### **WE OFFER:**

- Benefits & 401k matching program
- A clean and safe indoor work environment
- Training and opportunity for advancement
- Outstanding team support

**Ability to commute/relocate:** 5575 Nordic Way, Ferndale, WA 98248