



Director of Outsourcing

We like to say O'Neil Printing is the "oldest start-up" in Arizona. A long-standing iconic brand with 114 years in the making, O'Neil started as a commercial printer and is transforming to a tech leaning company with print solutions expertise. We are fueling our growth through technology, automation, and innovative solutions. This includes a focus on dynamic print solutions, large format signage and lifecycle/direct marketing. Located in Phoenix, Arizona, O'Neil has a brand-new state of the art facility that is sure to Impress. We are currently growing at a record pace and are looking for awesome individuals to join our team.

Summary

This strategic purchasing position will have responsibility to help build a tactical network of partners that can support O'Neil and their client work throughout the year. This position will be involved in varied purchasing assignments and require extensive knowledge of materials or outside services purchased. Our mission is to enhance our supply chain by proactively seeking certified diverse suppliers to become part of our network. This position will be responsible to identify and curate these relationships. In addition, this position will be working closely with our internal teams to develop and execute sourcing strategies to reduce the total cost of ownership by leveraging world-class negotiation skills, tools, and processes. This position will be managing the day-to-day oversight of all outsourced projects. A primary function will be supporting cross functional departmental priorities, establishing and analyzing vendor relationships, providing guidance and approval for continuous improvement initiatives and monitoring the resourcing needs across the teams. This position will report directly to the General Manager, Sr. VP of Operations.

Role & Responsibilities

- *Price, negotiate and purchase material, services, and supplies in a timely and cost-effective manner*
- *Ability to build strategic partnerships across the organization and with vendors at the highest level*
- *Work in conjunction with all departments confirming the progress of jobs requiring outside services and with the Shipping and Receiving Leads on logistics of materials requiring outside services*
- *Reviews bid proposals and negotiate contracts within budgetary limitations and scope of authority*
- *Maintain records of materials or services purchased such as delivery dates, vendors, costs, product quality and inventory*
- *Track and manage supplier deliveries, and investigate and resolve discrepancies on pricing, terms and conditions, or other aspects of vendor orders*
- *Work closely with customer service to secure a complete and accurate purchase order including price for all procurement items*
- *Present Quarterly Business Reviews (QBR's) to all network partners*
- *Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service*
- *Provide as needed, additional support to other members of the Manufacturing Support team*



Competencies

- *High school diploma or equivalent*
- *5 years of purchasing experience, preferably in a manufacturing environment or demonstrated knowledge, skills, and abilities to perform the above-mentioned tasks*
- *Must have exceptional math and analytical skills to adequately analyze and interpret supplier quotes, contracts, and other supplier-related issues*
- *Ability to effectively communicate at all levels and across the organization*
- *Must have highly developed negotiation skills*
- *Proficient with Microsoft software products and other PC applications*
- *Strong skills in work planning and scheduling and knowledge of those procedures*

O'Neil Printing offers excellent benefits including:

- *Comprehensive health, dental and vision benefits*
- *Paid Time Off*
- *ESOP (Employee-Owned Stock Program)*
- *Training and Development*
- *401K Plan*

For additional information or questions, please contact careers@oneilprint.com