

About H+K

Founded in 1975, H+K International is a leading global supplier of stainless-steel kitchen equipment to the foodservice industry with a long-established reputation for quality products, precision manufacturing, and exceptional customer service. H+K delivers flexible, value-driven restaurant equipment solutions to major customers in North America, Latin America, Europe, Australia, and Asia.

Summary

Reviews opportunities and requirements for raw materials, components, and finished/resale goods to meet the cost savings initiatives and the demands on manufacturing and sales by performing the following duties.

Essential Functions

- The individual will serve as the liaison between Purchasing, Engineering, Manufacturing, Quality, Sales / Marketing, and Suppliers.
- Reviews requisitions for Trim requirements that may have a more cost-effective alternate source and coordinates for purchase orders or stock.
- Monitors inventory levels and recommends adequate minimum stocking levels.
- Coordinates with vendors and/or their broker agents to ensure timely delivery of materials.
- Coordinates and monitors import/export documentation compliance.
- Maintain records associated with the purchasing functions, supplying relevant information to the accounting, sales, and production functions.
- Coordinate Supplier Development activities as required.

Education, Experience, and Knowledge Requirements

- Must have very high ethical standards and integrity relating to the Purchasing function.
- High level of organizational skills and able to multi-task in a fast-paced high-pressure environment.
- Must be able to work in a team environment with all departments and across multi-cultural boundaries

H+K International offers a competitive benefits package including a comprehensive medical plan that includes short/long term disability, flexible spending account, life insurance, 401k (with 100% match up to 5%), tuition reimbursement, free online training courses, and a business casual dress environment