



#### Job Situation

Office. telephone, computer, and fax. Suppliers' plants. Trade fairs. Reporting to Purchasing Manager. Regular hours.

#### Weekly Hours of Work

40

#### Overtime

#### Monthly Salary

\$3,300

#### Student Loan – Owing

#### Student Loan – Monthly Payment

#### Duties

Research market trends, materials, and suppliers. Plan buying strategy. Negotiate deals. Sign contracts. Arrange shipping and customs. Liaise with department and company managers.

#### Prospects

Upper management in sales or marketing. Consulting. Self-employment.

#### Job Title

Buyer

#### National Occupational Classification (NOC)

1225

#### Job Description

The Buyer is a decision-maker with a head for math and logistics, excellent people skills and a superb talent for negotiation. Companies of all sorts need buyers who can cut the best possible deals for them in the purchase of supplies and raw materials. A buyer for a large manufacturer may be responsible for spending very large sums of money and wise purchasing has a direct positive impact on a company's profit margin.

The work is shopping—on a very large scale. You monitor the marketplace constantly in order to take advantage of opportunities for bargains, to foresee shortages of supplies critical to your company. The quality of raw materials or components used affects the quality of the goods made from them, and you know everything there is to know about the materials your company uses, from thread to reflective tape.

You use the concept of "total cost," which factors in quality and reliability as well as price, to decide which suppliers to use. You need to persevere with your excellent interpersonal and negotiating skills to get the best possible prices and service without souring your future relationships with your suppliers' sales representatives, who are also champion hagglers. The bottom line is that you need to do whatever you can to get the best deal for your company. This is the key moment, where experience and natural talent both come into play.

Buyers may also be responsible for arranging transportation, customs brokerage and supply contracts. Although some buyers are hired with only high school education, most have a background in sales or take business courses to build on their natural talents for wheeling and dealing. The buyer's position itself is an excellent training ground for people interested in management positions in manufacturing, purchasing or sales.