



Sourcing Specialist

StrategicSource is the leading provider of Spend Management Services. We are experiencing rapid growth and to keep up with client demand we are seeking an experienced sourcing specialist with a background in RFQ development, quoting and supplier negotiations.

Our solutions are needed by prospects now more than ever..... we help our clients optimize their supplier base, reduce costs, improve profitability, and reduce risk.

The primary purpose of this position is to work with our clients and sourcing team to develop cost effective, service enhancing solutions for our clients. The Sourcing Specialist will be responsible for the following:

Responsibilities include the following:

- Develop RFQ's and bids to meet client requirements
- Develop category expertise based on industry experience
- Sourcing of new, qualified suppliers
- Complete RFQ's and analysis of options
- Assist in client presentations
- Negotiate with suppliers and analyze responses
- Develop client recommendations
- Supplier development and feedback

The successful candidate will possess the following background, education, and skills:

- BA/BS in Business or related field
- 1-3 years of sourcing experience and supplier development
- Ability to multi-task and meet project deadlines
- Experience in supplier development
- Experience in project management
- Strong verbal and written communication skills
- Proficient in Microsoft Office Suite
- Self-starter with excellent time management skills

StrategicSource Offers:

- Ground Floor opportunity to make a lasting impact on a unique and growing business
- Competitive Salary - Starting salaries in \$40K range depending upon experience
- Bonus and Incentive Opportunity
- Paid Vacation and Holidays
- Health, Dental, and Life Insurance
- 401K Program & Profit-Sharing Program