



Job Title: Purchasing Manager

Department: Administration

Status: Exempt

Location: Tacoma, WA

Bargreen Ellingson is a third-generation family-owned restaurant supply and design company based in Tacoma, WA. We've been providing exceptional service since 1960 and are considered a Top Ten dealer within the Foodservice Equipment & Supply industry. We strive to offer the best service and products for our customers while maintaining a company culture that focuses on its people and nine core values. Our motto is, "**Serving Those Who Serve Others**". This is achieved through best-in-class people and commitment to our customers.

The role of the **Purchasing Manager** will report to the Director of Procurement and will oversee and direct the activities of the purchasing department and the Purchasing team. There are many opportunities for someone to come in and identify gaps and develop better ways to get things done that will increase overall department health and job satisfaction. The Ideal candidate is an enthusiastic leader with experience mentoring, coaching and developing a team and thrives in an environment where they can have ownership and autonomy.

You Will:

- Lead, hire and manage the Purchasing team of 13 staff
- Develop SOP's and training documents to drive team synergy and effectiveness
- Develop successful cross functional relationships between sales, manager, operations, and supplier partners on behalf of the Purchasing Department
- Use data to analyze and make companywide purchasing decisions
- Work with operations on inventory and purchasing initiatives

You Have:

- 4+ years managerial experience
- 8+ years data analytics, inventory, purchasing or other relevant experience
- The ideal candidate has experience in supply chain management
- Excellent leadership skills with the ability to effectively train, develop and motivate
- Excellent organizational skills and attention to detail
- Purchasing experience, a plus but not required
- Proficient with Google Workspaces Microsoft Office Suite or related software.

Bargreen Ellingson is comprised of diverse, hard-working individuals as dedicated to our customers as we are to each other - we go the extra mile to make one another and our customers successful. We appreciate the invaluable contributions made by our employees and we recognize that our success as a company is dependent upon our people, who truly are our greatest assets. Consequently, it has always been our standard to try to provide employees with a comprehensive compensation and benefits program as well as seek to have a diverse workforce.