

Lead Purchasing Agent-Riviera Utilities

Do you have a background in utility purchasing and vendor contract management? Have you always wanted to live near the beach to enjoy all the water sports and hunting activities you can imagine? Then we have the job opportunity for you! Riviera Utilities is located a short drive from Alabama's beautiful beaches. We are a progressive Utility committed to providing exceptional value to our customers, employees, and community. And we are searching for an extraordinary candidate to fill a job vacancy for Lead Purchasing Agent.

The Lead Purchasing Agent is responsible for the purchasing of materials, vehicles, equipment, and supplies on a timely basis at the best price, delivery and quality possible in order to provide the most effective and efficient central purchasing to Riviera Utilities, a multi-utility organization.

The qualifications for this position are:

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High school diploma or GED. A minimum of 5 years of experience in purchasing including at least one year supervisory or employee management experience. A Bachelor's degree in a related field is preferred but not required.

Position requires experience and training in leading and managing others. Ongoing training and education is required for positions requiring employee management.

Must possess or obtain certification as a Certified Purchasing Professional (CPP) or Certified Professional Purchasing Manager (CPPM) within 12 months of being in this role. Other similar certifications may be substituted for the CPP or CPPM as approved by the Chief Financial Officer.

Special Requirements

Must possess or be able to obtain a valid driver's license within 60 days of employment.

Applications will be accepted for this open position through Wednesday, December 5, 2018. Interested individuals should go to our website at www.rivierautilities.com to review the Job Description for this opening, click on the *Online Application* link, complete a personal profile, select the position, and submit your application by the deadline.

In Compliance with the Alabama Immigration Law, Riviera Utilities participates in the Federal E-Verify Identification Program.