



<b>Job Title:</b>	Purchasing Agent II
<b>Location:</b>	Belpre, OH
<b>Employment Status:</b>	Full Time
<b>Reports To:</b>	Procurement Manager
<b>Travel (%):</b>	< 5 %
<b><u>Major Roles &amp; Responsibilities</u></b>	<p>Kraton is looking to hire a new member of our Procurement team in Belpre, OH. The Purchasing Agent II will guide the placement of large purchase orders or assist in purchasing larger items, and own responsibility for negotiating purchase of smaller items.</p> <p><b><u>Major Roles &amp; Responsibilities:</u></b></p> <ul style="list-style-type: none"><li>• Support Category Managers in securing goods and services at best value to ensure the continuous operation of production facilities.</li><li>• Responsible for adherence to Purchasing policies and procedures.</li><li>• Executes buying strategies as defined by Purchasing Management.</li><li>• Serve as backup for other buyers and agents, as necessary.</li><li>• This requires working knowledge of all of the Kraton domestic production facilities.</li><li>• Evaluate vendor reliability and follows up on any problems regarding the use of purchased items.</li></ul> <p><i>The statements above are intended to describe the general nature and level of work performed by employees assigned to this classification. Statements are not intended to be construed as an exhaustive list of all duties, responsibilities and skills required for this position.</i></p> <p><i>Kraton's internal talent acquisition team manages our recruiting efforts and from time to time works with pre-selected/pre-approved external staffing agencies. We do NOT accept unsolicited resumes or candidate referrals from recruiters and/or agencies who are not pre-selected/pre-approved.</i></p>
<b><u>Skills and Experience</u></b>	<p><i>Required:</i></p> <ul style="list-style-type: none"><li>• 3-5 years specific experience in purchasing</li><li>• SAP Knowledge</li><li>• Negotiating Skills</li><li>• Communication Skills</li><li>• Experience with SAP purchasing procedures</li><li>• Contract language experience</li></ul> <p><i>Preferred:</i></p> <ul style="list-style-type: none"><li>• Bachelor's degree preferred</li><li>• Industrial and Manufacturing Experience</li></ul>
<b><u>How to Apply</u></b>	Submit your resume to <a href="mailto:jobs@kraton.com">jobs@kraton.com</a>