



Come work as a Buyer/Expeditor at a growing company that offers great benefits with opportunities to advance and learn alongside accomplished business leaders ... Become a part of our team!

Get to Know Us

Flux Power is a fast-paced, high-growth (40% YoY), publicly traded company (NASDAQ: FLUX) that is leading the adoption of lithium-ion technology solutions. We design, manufacture, and sell advanced lithium-ion battery packs that are disrupting the 100+ year old market for lead acid batteries. Our battery packs are used to power industrial and commercial equipment like forklifts and airport ground support equipment, as well as new applications like solar-powered EV charging stations.

About the Role

We are seeking a driven and detail-oriented Buyer to be responsible for selecting and purchasing quality products for our business. Your responsibilities will include processing purchase orders, negotiating with suppliers, tracking orders, creating, and maintaining an inventory, and liaising with inventory teams and management. The buyer will work with staff across departments to forecast the needs of the business and make purchase decisions based on demand.

What you Will be Doing

- Research, select and purchase quality products and materials.
- Build relationships with suppliers and negotiate with them for the best pricing.
- Contacts vendors to assure delivery dates to ensure that vendors Meets On-Time-Delivery (OTD) and Cost-Savings goals for the business.
- Process purchase requisitions.
- Update inventory and ensure that stock levels are kept at appropriate levels.
- Arrange transport of goods and track orders to ensure timely delivery.
- Analyze market trends and apply this knowledge to make insightful buying decisions.
- Assess quality of stock received and escalate any discrepancies to suppliers and management.
- Defers or cancels PO based on demand requirements and expedites orders when required to ensure on-time shipment and resolve any current or anticipated shortages that may result in line-stoppages
- Frequently interacts and collaborates with other functional areas, i.e., engineering, production, materials, quality, and finance.
- Manages supplier relationships, procures goods and services, sheet metal, electronics, tools, parts, and supplies to support production schedules
- This position quotes and places orders with approved vendors.
- When necessary, this position purchases materials per research and development and places orders against project related expenses
- When necessary, this position conducts material planning and analyzes material requirements to establish an optimal supply of material to support current and future production

Required Education and Skills:

- Minimum two years' experience in procurement and/or planning while working in a manufacturing environment



- Electronics/Electrical purchasing preferred
- Knowledge of manufacturing processes
- Proven team player who has demonstrated capabilities in the following areas: strong communication, interpersonal, & problem-solving skills; self-direction is a must
- Ability to manage multiple tasks in a fast-paced environment and meet deadlines
- Strong computer skills are desirable, to include: Word, Excel, PowerPoint, and experience with a major ERP system

What you Will Need

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Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

What Can We Offer You for All Your Hard Work?

Benefits

- Medical, dental and vision insurance options
- 401K Plan with company match
- Life Insurance
- Paid Time Off
- Paid Holidays

COVID-19 Precaution(s)

- Personal protective equipment provided or required
- Sanitizing, disinfecting, and cleaning procedures in place

We are committed to a safe, drug-free workplace by performing pre-employment background checks and substance testing.

Notes

- No recruiters, contractors, or consultants, please.
- No relocation assistance or visa sponsorships available for this position.



Please review our career page at <https://www.fluxpower.com/careers>

****Flux Power is proud to be an equal opportunity employer committed to providing employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age or disability, or any other class protected by Federal, State or local laws. Flux Power complies with all employment eligibility verification requirements of the Immigration and Nationality Act and all must have the authorization to work in the US.*