

We're Hiring!

Purchasing Manager – Immediate Start Available

Southeastern Timber Products Ackerman, MS

We're looking for a **Purchasing Manager** to join our **lumber mill** located in **Ackerman, Mississippi**. Southeastern Timber Products (STP) produces forest products for **customers nationally** so they can build their homes and their communities.

Southeastern Timber Products started in 1972 and has been in business for over 50 years. We're growing, and now is an exciting time to join us!

Job Qualifications:

- Minimum 3 years' manufacturing experience *required*.
- Wood Products manufacturing experience preferred.
- Ability to organize time and set priorities to effectively handle multiple functions to ensure the purchasing department meets the operation needs.
- Must have experience in computerized purchasing, and inventory systems, with a general knowledge of parts, supplies, raw materials, and tools.
- Must have a working knowledge of bids, contracts, accounts payable, inventory requirements, and purchasing functions.
- Maintain awareness of products or services available and recommend products or services that will achieve maximum results in profitability or reduce operating costs.
- Ensure that desired parts inventories are maintained to support the operation to operate efficiently and with a minimum of downtime.

Your workday will look something like this:

- Purchases for materials, supplies, and services upon request of approved requisitions. Checks for requisition accuracy resolve questionable information and consults with the Plant Manager on high-cost items and/or priority and long lead-time items.
- Interview and selects vendors by ensuring they meet company standards and purchasing requirements.
- Maintains an approved supplier list and recommends additions and deletions to it.
- Initiates contacts with supply sources; serves as plant liaison between requisitioner and vendors in obtaining literature and information.

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What's in it for you?

- You'll take on an **exciting new challenge** with a **dynamic group of people**, in a **team-oriented environment**.
- You'll earn a **competitive salary**.
- **You'll be eligible for excellent benefits** and access to a **401K**.
- You'll have **sick leave** and **holiday time** so you can focus on your health and time with loved ones.
- You'll have access to a **flexible spending account**
- You'll be supported with **opportunities for advancement**.

If this position sounds like a fit for you, we'd love to hear from you. **Apply today at www.setimbercareers.com or stop by in person to fill out an application.**

About Ackerman

With approximately 1,700 people, the town of Ackerman was chartered on February 16, 1884 and named for the president of the railroad, William K. Ackerman. Located 110 miles Northeast from Jackson, MS, Ackerman has been the County Seat of Choctaw County since 1896. The town is located near the headwaters of the Yockanookany River, a tributary of the Pearl River. Also, nearby is the Tombigbee National Forest, which offers an abundance of recreational activities including hiking, biking, boating, and camping. The city of [Starkville](#), home of Mississippi State University and a variety of stores, restaurants and activities, is just a quick and easy 30-minute commute away.

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To protect the privacy of your personal information, please ensure that when applying online, you are directed to STP's job opportunities through our website at www.setimbercareers.com.