**MCC Toronto**

**Sourcing Specialist**

EDUCATION:

* College or University Degree

EXPERIENCE:

* Minimum 3 -5 -years’ experience performing in a Sourcing capacity.

REQUIRED KNOWLEDGE:

* Exhibited knowledge of business operations processes, shipping and receiving procedures and essential documentation requirements.

JOB DESCRIPTION:

Implement and sustain the Sourcing program to ensure comprehensive Supplier and System management actions, activities and initiatives are in-place, implemented and consistently executed for generating value for the business.

Assignment - Tasks/Responsibilities

* Evaluate Sourcing metrics by regularly measuring supplier performance via use of Supplier Scorecard which focuses on delivery, quality, and cost.
* Develop, build, and maintain supplier relationships.
* Conduct audits for both new and existing suppliers.
* Minimize risk and maximize value with strategic partners through alignment, acceptance and compliance with the MTS Supplier Manual and Code of Conduct.
* Develop relationships with diverse and ESG suppliers.
* Negotiate contractual agreements as applicable, with existing and new suppliers.
* Implement tools and processes to ensure cost effectiveness and risk management in Sourcing materials and services.
* Participate in cross-functional Teams to evaluate best-in-class suppliers.
* Create Requests for Quotations (RFQ’s)and manage associated process, actions, and timeline.
* Approve requests for supplier registrations.
* Leverage RFQ’s to facilitate strategic sourcing.
* Maintain procurement data including cost impact analysis report.
* Provide continuous review and analysis of supplier pricing.
* Engage and interact with engineering regarding the Engineering Change Notification (ECN) process.
* Source and price new purchased parts and raw materials.
* Work closely with key stakeholders to ensure smooth launch of new products.
* Monitor processing of samples and PPAP from conception to final approval.
* Update and Adhere to Sourcing documentation and processes.
* Approve supplier cost impact.

Additional Requirement(s):

* Must be able to secure an active passport.
* Travel up to 15%-20% for source/supplier audits and Team meetings in Canada and the U.S
* Ability to communicate clearly and professionally, both verbal and written, with Customers, Suppliers and co-workers.

Position available immediately.

To apply, please email Nancy Barrett at [nancy.barrett@mcc-hvac.com](mailto:nancy.barrett@mcc-hvac.com)

Mobile Climate Control encourages applications from all qualified candidates. Please contact Nancy Barrett at nancy.barrett@mcc-hvac.com or 1-905-482-2750 ext. 1266 or Cell: +1+647-405-6651 if you need accommodation at any stage of the application process or want more information on our accommodation policies.