



-SINCE 1968-

16818 Marquardt Avenue, Cerritos, California 90703 U.S.A.

ph 562.407.5375 • fax 562.407.5376 • e-mail olympic@ctcoa.com • website www.ctcoa.com

Job Title: Procurement Manager

Company Overview: For over 50 years, we have proudly served as a leading aerospace supply company, catering to the diverse needs of the industry with unparalleled expertise and dedication. Established with a vision for excellence, we have evolved into a trusted name synonymous with quality, reliability, and innovation.

Job Description:

We are seeking an experienced Procurement Manager to join our dynamic aerospace supply business. The successful candidate will lead our procurement department, managing three direct reports and driving best practices across all purchasing and procurement initiatives. This role is crucial for developing strategic relationships with suppliers and vendors to secure optimal pricing and timely delivery, contributing significantly to our operational efficiency and cost management.

Key Responsibilities:

- Lead and cultivate a team of procurement professionals, instilling best practices and fostering a high-performance culture.
- Establish strong relationships with key suppliers through regularly scheduled meetings, teleconferences, or visits. Build and maintain strong relationships to negotiate better terms and improve service delivery to our company.
- Develop and implement strategies to reduce costs and enhance overall efficiency in procurement processes. Negotiate with suppliers to achieve price reductions and maintain a record of cost reduction achievements.



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- Establish favorable credit terms with vendors to optimize business cash flow and financial health.
- Ensure that procurement procedures comply with relevant government laws (domestic/international), regulations, and organizational objectives.
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Qualifications:

- Bachelor's degree in supply chain management, Business Administration, or related field.
- Minimum of 7 years in procurement and purchasing, preferably in the aerospace or manufacturing sectors.
- Proven ability to lead supply chain teams and drive tasks to completion.
- Strong understanding of procurement best practices.
- Proficiency in Microsoft Office Suite and database management tools.
- Thorough understanding of contracts, compliance, and relevant government laws (domestic/international) impacting the supply chain.
- Excellent problem-solving and analytical skills.
- Demonstrated ability to set and execute strategic procurement strategies.
- Strong track record in negotiating license contracts with a variety of suppliers.

Benefits:

- Competitive compensation package
- Incentive/bonus plan
- Medical, Dental, Vision and Life Insurance
- 401k with company matching
- Paid vacation, holidays, and sick time

This position requires access to information that is subject to compliance with the International Traffic Arms Regulations (“ITAR”) and/or the Export Administration Regulations (“EAR”).

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A “U.S. person” according to their definition is a U.S. citizen, U.S. lawful permanent resident (green card holder), or protected individual such as a refugee, or asylee.