

Company Overview

Orange EV manufactures pure-electric terminal trucks. No diesel. No emissions. Our 100% electric class-8 vehicles are proven to save money while being a safer and more reliable solution for container-handling operations. We're located 10 minutes from downtown Kansas City in Riverside, Missouri.

Position Summary

The **Procurement Specialist** is responsible for maintaining the day-to-day purchasing activities for parts and materials directly used in the production of our electric trucks. This position will report to the Procurement Manager. Specific actions will include but are not limited to:

- Determine order quantities and place purchase orders
- Manage supplier relationships
- Manage open purchase orders and expedite urgent needs
- Attend weekly production status meetings to report on parts shortages
- Forecast future purchases based on sales team input
- Identify cost-saving opportunities
- Create stocking programs for specific parts and commodity families
- Implement and maintain inventory control procedures

Qualifications

- Experience: 1-3 years in a procurement, supply chain, or related role
- Education: Bachelor's Degree in Business
- Knowledge of basic purchasing processes
- Knowledge of MRP (Materials Requirements Planning)
- Knowledge of BOMs (Bills of Materials)
- Strong Excel skills
- Ability to analyze large data sets and communicate relevant observations
- Professional written and verbal communication skills

Ideal Candidates May Also Have

- Experience: 1+ year in a manufacturing procurement role
- Education: Bachelor's Degree in Supply Chain Management or Logistics
- Knowledge of Lean Manufacturing systems (Kanban, 5S)
- Knowledge of automotive and/or electronic components
- Experience implementing ERP (enterprise resource planning) systems

Compensation & Benefits

- Full-time salary position – compensation commensurate with experience.
- Health, dental and vision insurance offered with allowance.
- 2 weeks paid vacation per year plus holidays.

Applicant Instructions

Please direct inquiries and resumes of this position to: Tim Needham Email: TimN@OrangeEV.com