



The Commercial Vehicle Group (CVGI) is a global leader in commercial vehicle system solutions for the heavy-duty truck, construction, agricultural, industrial, marine, and specialty industries. We take pride in building products the same way that we've built our company – with commitment, strength and focused direction.

We're successful because we are committed to continuous improvement. We aren't afraid to take chances with modern processes that may improve the tried and true. We are immersed in technology in every market we serve. We're growing, penetrating emerging markets, and constantly in pursuit of innovation that will improve, shape, and define the future of the global commercial vehicle industry.

With locations across the United States as well as internationally our career prospects offer exciting growth opportunities. Please visit our website at www.cvgrp.com for more information about the company.

We are currently seeking an experienced Planner to assist us in furthering our growth through improvement and innovation at our facility in Piedmont, Alabama.

As the Planner, the incumbent will:

- Analyze material requirement planning reports and determine current and future purchased requirement schedules.
- Place purchase orders by utilizing cost effective purchasing practices of investigation, assessment and RFQ's.
- Follow up on purchase orders, make revisions to order quantities or release dates as required.
- Responsible for establishing and maintaining professional vendor relations.
- Maintain daily contact with Engineering, Customer Relations, transportation, and production departments.
- Work with Quality Assurance and suppliers to coordinate /obtain resolution on any defective parts or materials.
- Resolve discrepancies between purchasing documents and supplier invoices.
- Maintain accurate order and pricing records.
- Ensure the effective and consistent administration of all purchasing policies, procedures, programs and systems as well as compliance with all governing Federal and State laws and regulations.
- Assist the Materials Manager in development of a solid vendor base for the commodities assigned.
- Participate as needed on new product development teams.
- Assist with out-sourcing projects as directed.



- Contribute product knowledge and sources of outside expertise to design and engineering projects.
- Other duties as assigned.

Requirements:

- Undergraduate degree Purchasing field or equivalent experience in Purchasing or related field and 5 yrs experience as a buyer in a fast paced manufacturing environment.
- Professional certification in Purchasing (CPP or CPPM) preferred.
- Ability to plan, organize and control a variety of purchasing activities, processes and systems; negotiate effective agreements with external suppliers and internal customers.
- Must be able to prioritize work and work flexibly to accommodate customer needs.
- Must understand budgetary and financial planning processes.
- Proven ability to solve complex problems; excellent communications, interaction and interpersonal skills.
- Ability to forge partnerships with suppliers
- Working knowledge of administrative functions (Finance, IT, Logistics)
- Fluent with MS Office specifically advanced Excel, AS-400, and Mac Pac computer systems.
- Ability to work flexible schedule and travel if required by business needs.

There is no sponsorship offered for this position at this time.

Our eligible associates enjoy competitive wages and benefit package including comprehensive medical, dental, vision, 401(k) plan, company paid life insurance, paid holiday and vacation time off.

Resumes may be submitted as directed below. Include Job Title in all submissions.

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Commercial Vehicle Group, Inc. is an Affirmative Action/Equal Opportunity Employer.