

FISHER HAWAII

OFFICE PRODUCT WAREHOUSE & WHOLESALE CLUB
KAKA'AKO • DOWNTOWN • MAPUNAPUNA

BUYER, ASSISTANT

We are searching for an Assistant Buyer to join our team. If you have retail, purchasing, and ordering experience, we would like to hear from you.

ESSENTIAL FUNCTIONS:

- Develop, inquire, and build relationships with suppliers.
- Develop and maintain contracting timelines for assigned projects.
- Purchase items that are appropriate for the stores and clientele through vendor catalogs and trade shows.
- Analyze what's best for the company in terms of quality of products, price payment terms and delivery speed.
- Resolve cost discrepancies by collecting and analyzing information
- Work with the marketing department to present special promotions and weekly and in-house ad items.
- Knowledgeable of store's inventory.

REQUIRED QUALIFICATIONS:

- Two years or more of high volume retail purchasing experience
- Ability to negotiate one-on-one with vendors
- Must have a valid driver's license and be able to travel off-island to attend trade shows
- Ability to identify seasonal/cyclical trends vs. everyday sales
- Ability to utilize critical thinking, deductive reasoning and math skills in decision making
- Experience using POS System, Microsoft Word and Excel, and navigating the Internet to research new product trends

WORK HOURS:

- 40 Hours/week 7:30am to 4:00pm

BENEFITS:

- Paid HMSA Medical, Prescription, Dental, and Vision Insurance
- Paid Holidays
- Paid Vacation
- Paid Sick Leave
- Participation in 401K

PLEASE SUBMIT YOUR RESUME