



# PARC CORPORATION USA | CHINA Recycling for the Future

1415 Enterprise Drive | Romeoville, IL 60446 | Ph: 815-372-3500 | [www.parcusa.com](http://www.parcusa.com)

## Global Procurement Manager

**Job Classification:** Marketing

**Job Title:** Global Procurement Manager

**Job Location:** Romeoville, IL (a suburb of Chicago)

**Business Unit:** PARC Recycle

### **Company Description:**

- PARC Corporation is headquartered in Romeoville Illinois, a suburb of Chicago. PARC is in the business of plastic recycling for over 10 years and has earned a solid reputation in the industry. PARC purchases and sells millions of pounds of various types of recovered plastic materials for reprocessing and recycles its #1 PET scrap material into a high performance PET film/sheet for sales into thermoformed packaging products.

### **Job Description:**

- The Global Procurement Manager will identify new strategic sources of recycled plastic in new international regions (Mexico, Central, and South America, Europe, India, and the Far East).
- Interview and develop new vendors by obtaining product information such as company profile, pricing, terms, material availability, and delivery.
- Review and submit bid proposals, negotiate contracts within scope of authority and prepare purchase orders.
- Coordinate activities involved in procuring overseas materials including local transportation, import duties, and over seas freight.

### **Education / Experience Requirements**

- Minimum of Bachelor's degree
- Minimum of 5 years in the plastics industry.
- Must have a minimum of 5 years experience with increasing levels of responsibilities within the purchasing profession.

### **Essential Job Function**

- Provide global commodity outlook, prepare and maintain global commodity price indexes.
- Analyze domestic and international markets for commodity supply and demand.
- Plan, forecast, and coordinate material purchases.
- Sample and evaluate new material opportunities.
- Interface and coordinate activities with the warehouse and transportation department for timely delivery of product along with accounting for invoice resolution.
- Participate in industry associations, stay abreast of industry news and events.
- Work as part of an established business team.
- Strong computer skills including MS Office Suite such as MS Word, MS Excel, and Outlook.
- Aggressive and open minded, with excellent presentation and communication skills.
- Ability to travel internationally – bilingual is a plus.

### **Travel Requirements**

- International travel expected.

Competitive salary plus variable compensation and benefits included. No relocation is available.

For consideration, email, mail, or fax resume to:

### **PARC Corporation**

Attn: Human Resources

1415 Enterprise Drive

Romeoville, IL 60446

Email: [HR@parcusa.com](mailto:HR@parcusa.com)

Ph: 815-372-3500  
Fax : 815-372-3400