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## Purchaser

Posted by Employer details Kito Canada Inc

### Job Details

**Posting Date:** 03-Dec-2024

**Closing Date:** 23-Dec-2024

**Location:** Burnaby

**Salary:** \$26.44 Per Hour

### Job Requirements

**Education:** Secondary (high) school graduation certificate

**Language:** English

**Years of Experience:** 1 year

**Vacancy:** 1

**Job Type:** Full Time

**Job ID:** YJ2479678

### Job Description

## **Responsibilities**

### **Tasks**

- Purchase general and specialized equipment, materials or business services
- Consult with suppliers
- Hire, train and supervise staff
- Review quotations
- Establish delivery schedules
- Monitor progress of delivery schedules
- Contact clients and suppliers to resolve problems
- Provide customer service

## **Additional information**

### **Personal suitability**

- Organized
- Team player