

Job Title: Senior Buyer

At STERIS, we help our Customers create a healthier and safer world by providing innovative healthcare and life science product and service solutions around the globe.

Position Summary

The Senior Buyer has responsibility for the procurement of assigned product categories. In this role you will handle complex negotiations, will identify, select, and manage relationships with suppliers, will manage the purchasing cycle, including requisitions, purchase orders, will monitor supplier performance, recommend improvements, and address supplier quality issues related to supplier product.

Location: This role requires working onsite at our Eden Prairie, MN facility 5 days/week. This position is eligible for hybrid work model following completion of introductory orientation/training period.

Core hours: 7:00 AM – 4:00 PM Central Time

Travel: Up to 10% Domestic

- This role is NOT eligible for Visa Sponsorship or H1B Transfer.

What You'll Do As a Senior Buyer

- Identify prospective suppliers and analyze capabilities
- Engage in negotiations with vendors on pricing, delivery, service, payment terms, and quality
- Release and monitor purchase orders to maintain material flow, expediting when needed
- Collaborate with AP and receiving on supplier invoice management and inventory control
- Develop short and long-term purchase plans
- Analyze suppliers for financial health and stability
- Support STERIS new product initiatives
- Manage supplier performance metrics (OTD, Quality, Price, etc.)
- Maintain supplier relationships in line with STERIS values
- Ensure compliance with supplier-facing legal documents
- Optimize replenishment methods, supplier lead times, and material box sizes
- Leverage ERP systems for accurate supplier and item information

The Experience, Skills, and Abilities Needed

Required

- Bachelor's Degree in Supply Chain or related field and 5 years of supply chain experience OR
- High School Diploma/GED and 13 years of supply chain related experience
- Experience in MRP System (Inventory management system) environment

Preferred

- Experience in a Lean Manufacturing environment
- Experience working in a highly regulated industry preferred
- Medical device experience preferred

- International business experience is helpful
- Advanced skills in Microsoft Excel
- Prior team/lead experience

Required Skills

- Negotiations
- Analytical Skills
- Attention to Detail and Accuracy
- Communication Skills
- Decision Making
- Problem solving
- Continuous Improvement/Innovation

What STERIS Offers

We value our employees and are committed to providing a comprehensive benefits package that support your health, well-being, and financial future. Here is just a brief overview of what we offer:

- Market Competitive Pay
- Extensive Paid Time Off (PTO) and 9 added Holidays
- Excellent Healthcare, Dental and vision benefits
- Long/Short Term Disability coverage
- 401(k) with a company match
- Maternity & Paternity Leave
- Additional add-on benefits/discounts for programs such as Pet Insurance
- Tuition Reimbursement and continued educations programs
- Excellent opportunities for advancement in a stable long-term career.

#LI-SA2

#LI-Onsite

STERIS does not accept unsolicited resumes/CV's from individual recruiters or third-party recruiting agencies in response to job postings.

Pay range for this opportunity is \$84,000 - \$110,000. This position is eligible for bonus participation.

Minimum pay rates offered will comply with county/city minimums, if higher than range listed. Pay rates are based on a number of factors, including but not limited to local labor market costs, years of relevant experience, education, professional certifications, foreign language fluency, etc.

STERIS offers a comprehensive and competitive benefits portfolio. Click here for a complete list of benefits: [STERIS Benefits](#)

Open until position is filled.

STERIS is a leading global provider of products and services that support patient care with an emphasis on infection prevention. WE HELP OUR CUSTOMERS CREATE A HEALTHIER AND SAFER WORLD by providing innovative healthcare and life sciences products and services around the globe. For more information, visit www.steris.com.

If you need assistance completing the application process, please call 1 (440) 392.7047. This contact information is for accommodation inquiries only and cannot be used to check application status.

STERIS is an Equal Opportunity Employer. We are committed to equal employment opportunity to ensure that persons are recruited, hired, trained, transferred and promoted in all job groups regardless of race, color, religion, age, disability, national origin, citizenship status, military or veteran status, sex (including pregnancy, childbirth and related medical conditions), sexual orientation, gender identity, genetic information, and any other category protected by federal, state or local law. We are not only committed to this policy by our status as a federal government contractor, but also we are strongly bound by the principle of equal employment opportunity.

The full affirmative action program, absent the data metrics required by § 60-741.44(k), shall be available to all employees and applicants for employment for inspection upon request. The program may be obtained at your location's HR Office during normal business hours.