Senior Buyer

Reports to: Operations	Department: Director, Supply Chain & Materials

Summary of Role at ClearPoint Neuro (CLPT):

ClearPoint Neuro is looking for an ambitious procurement professional who wants to take the next step in their career and have a meaningful impact on a growing medical device manufacturing business.

You will have the opportunity to take ownership of key suppliers and commodities, develop sourcing strategies, negotiate with suppliers, drive cost reductions, improve procurement processes, and help ensure our manufacturing operations have the materials they need to succeed.

We're looking for someone who is hungry to learn, comfortable taking ownership, and motivated to grow.

Location: This is a full-time onsite position in Carlsbad, California.

Pay Range: $90K-$115K/year

This range reflects the expected base salary for this role. Final compensation will be based on qualifications, experience, and other job-related factors permitted by law.

What We Offer:

- Attractive salary and benefits package.
- Employee Stock Purchase Plan (ESPP).
- 401(k) matching.
- Opportunity for professional growth and increased responsibility.

About ClearPoint Neuro:

ClearPoint Neuro is dedicated to treating and caring for neurological disease pathologies and offers products focused on: precision Biologics and Drug Delivery, Neuro Navigation and Robotics, Ablation Therapy and Access, and Neurocritical Care Management. We uniquely provide both established clinical products as well as pre-clinical development services for controlled drug and device delivery.

This is an exciting time to join ClearPoint Neuro, with meaningful opportunities to contribute across a growing organization and help drive the next chapter of innovation in neurological care.

Responsibilities & Job Functions:

Strategic Sourcing & Commodity Management:

- Develop and execute sourcing strategies for assigned commodities, with increasing ownership as you grow in the role.
- Manage categories including:
    - Contract manufacturing
    - Plastics and injection molded components
    - Electronics and electrical components
    - PCBs and PCBAs
    - Machined components
    - Packaging
- Lead RFQs, supplier evaluations, cost comparisons, and supplier selection.
- Identify alternate suppliers and sourcing strategies to reduce supply chain risk.
- Develop strong relationships with key strategic suppliers.
- Learn and apply total-cost-of-ownership principles to sourcing decisions.

Supplier Management:

- Own day-to-day and strategic relationships with assigned suppliers.
- Monitor supplier performance, quality, delivery, and responsiveness.
- Participate in supplier business reviews and improvement initiatives.
- Partner with Quality and Engineering to resolve supplier performance issues.
- Identify and communicate supplier risks before they impact production.

Procurement & Materials Planning:

- Purchase production materials in support of manufacturing requirements.
- Monitor supplier commitments, purchase orders, lead times, and material availability.
- Proactively identify and resolve potential shortages.
- Work closely with Operations and Planning to ensure materials are available when needed.
- Help improve purchasing processes, systems, and procedures.
- Manage inventory levels while balancing production requirements, service levels, and working capital.
- Support New Product Introduction (NPI), engineering changes, and product lifecycle activities.

Cost Reduction & Continuous Improvement:

- Identify and execute opportunities to reduce material and supplier costs.
- Lead negotiations with suppliers on pricing, lead times, payment terms, and commercial agreements.
- Partner with Engineering on value engineering and design-for-manufacturability opportunities.
- Evaluate opportunities for dual sourcing, supplier consolidation, and inventory optimization.
- Establish and track annual cost savings initiatives.
- Continuously look for ways to make the procurement process more efficient and scalable.

Qualifications:

Education:

- Bachelor's degree in Supply Chain, Business, Engineering, Operations, or a related field; equivalent experience will be considered.

Experience:

- 3+ years of purchasing, procurement, sourcing, or supply chain experience.

Required Qualifications:

- Experience working with suppliers in a manufacturing environment.
- Strong analytical and problem-solving skills.
- Strong communication and negotiation skills.
- Ability to manage multiple priorities and follow through on commitments.
- Proficiency with Microsoft Excel.
- Experience with an ERP or MRP system.

Preferred Qualifications:

- Experience in medical device, aerospace, life sciences, electronics, or another regulated manufacturing environment.
- Experience with international suppliers.
- Strategic sourcing or commodity management experience.
- Experience sourcing electronics, electromechanical assemblies, plastics, machined components, or contract manufacturing.
- NPI or new product development experience.
- Contract negotiation experience.
- NetSuite experience.

Contact: cayala@clearpointneuro.com to apply