Position: **Purchasing Manager**

Department: **Purchasing**

Reports to: COO

Post Date: **5/12/2025**

Pay Range: $75,000-90,000annually

# About the Company

ADG is one of the world’s most respected water park and aquatic venue design, construction, and manufacturing firms in the industry offering a comprehensive range of products and services that continue to set the standard throughout our industry.  Our commitment to innovation, creativity, and high-quality work is reflected in everything we do, whether that’s manufacturing a single component for a wave system or building a complete 20-acre waterpark.

As part of our team, you will have the opportunity to be a part of some of the most dynamic and creative projects taking place in the industry today. While ADG’s headquarters is located in Upstate New York, our projects span the globe. And our client list features the best of the best, including Sea World, Six Flags, Wet n’ Wild, Dollywood, Marriott, Hyatt, Gaylord Resorts, Hollywood movie productions, and much, much, more.

ADG is a high energy work environment with fast paced deadlines. You are right for our team if you are a proactive problem solver with attention to detail, able to maneuver multiple projects at once and can easily handle multiple and often shifting priorities and get great satisfaction on a job well done!

# About the Role

ADG is seeking an experienced and detail-oriented Purchasing Manager to oversee the procurement of materials, equipment, and services necessary for our aquatic design and construction projects. This is a full-time, on-site position based at our headquarters in Cohoes, NY. The ideal candidate will have strong negotiation skills, a solid understanding of supply chain and vendor management, and the ability to collaborate effectively with internal teams and external suppliers to ensure timely and cost-effective procurement.

# Key Responsibilities

* Develop, implement, and manage procurement strategies aligned with project and company objectives.
* Source and evaluate vendors, negotiate pricing and contracts, and manage supplier relationships to ensure quality, cost-effectiveness, and timely delivery.
* Collaborate with project managers, engineers, and production teams to forecast purchasing needs and align procurement with project timelines.
* Monitor inventory levels and coordinate with warehouse and logistics personnel for efficient material flow.
* Maintain accurate records of purchases, pricing, and supplier performance.
* Ensure compliance with company policies, industry standards, and sustainability initiatives.
* Identify cost-saving opportunities and drive continuous improvement in procurement processes.
* Manage purchasing documentation, contracts, and reporting as required.

# Qualified candidates should offer the following experiences and skills

Required:

* Bachelor’s degree in Supply Chain Management, Business Administration, or a related field.
* 5+ years of relevant experience in procurement or supply chain, preferably in construction, manufacturing, or aquatic-related industries.
* Strong negotiation and vendor management skills.
* Proficient in procurement systems and ERP platforms.
* Excellent communication, organizational, and problem-solving abilities.
* Proven ability to manage multiple priorities in a fast-paced environment.

Preferred:

* Familiarity with construction materials and specialty vendors.
* Experience in aquatic facility development or a related industry.
* Experience in operational management, engineering, and or manufacturing
* Certification in supply chain or procurement (e.g., CPM, CPSM, or APICS).

# Why ADG?

Our team members are hardworking, dedicated and highly respected within the industries that we serve.  Our reputation has been built on delivering creative and innovative solutions with a “whatever it takes” approach to client satisfaction. The foundation of our success has been built upon the talents and integrity of our employees, and we value the contributions of every team member.

As you help build ADG's success, we are committed to helping you build a prosperous and successful future. We offer challenging career opportunities, competitive salaries, and a comprehensive suite of benefits to promote the health and financial security for you and your family.

Every ADG employee is empowered to act in ways that make each day better, whether that’s lending a hand to a colleague or bringing forward a new client solution or process improvement.

Individually and collectively, our work achieves results that make a difference — for our clients, our client's customers, and ourselves.

# Benefits

* Competitive Paid Time Off
* Company Paid Holidays
* Comprehensive health care insurance plan that covers medical, dental, prescription, and vision.
* Competitive 401(k) program with employer matching contributions
* Daily dress code of “business casual”
* A positive work environment
* And much, much more

**If interested in applying for this position, please submit resume and writing sample to:** **lauren.shafer@aquaticgroup.com**