



Procurement Manager

***This position requires access to export-controlled technical data subject to U.S. export control laws (including ITAR). Therefore, candidates must qualify as a U.S. person under ITAR (U.S. citizen or lawful permanent resident).**

About Uni-Systems Engineering

Uni-Systems Engineering is a premier provider of custom mechanization for iconic structures and attractions that create unforgettable experiences. We partner with engineers, architects, and construction managers to deliver functionally integrated, reliable structures across industries including Aerospace, Amusement and Entertainment, Stadiums and Ballparks, Telescope Observatories, and Custom Cranes.

Visit www.uni-engineer.com to learn more.

Job Summary

Uni-Systems is seeking a Procurement Manager to build and own our external supplier network. This outward-facing role is centered on relationships: developing a reliable base of fabrication shops, machine shops, specialty manufacturers, and service providers, and influencing them to deliver the capability, quality, schedule, and responsiveness Uni's projects demand.

You will be the face of Uni to the supply base — cultivating trust with vendors, negotiating commercially sound agreements, and persuading suppliers to prioritize our work. Internally, you will partner with project leads, engineers, quality, and leadership to match the right suppliers to each scope and guide informed procurement decisions in a fast-paced, custom-engineering environment.

Job Responsibilities

- Serve as Uni's primary point of contact with external suppliers — building, maintaining, and continuously expanding a strong network of fabrication shops, machine shops, specialty manufacturers, and field service providers.
- Develop and nurture long-term, trust-based relationships with key suppliers while maintaining competitive tension and commercial discipline.
- Influence and persuade suppliers to prioritize Uni's work, improve lead times, and commit capacity — positioning Uni as a partner of choice.
- Visit supplier facilities to assess capability, capacity, and quality firsthand, and to strengthen working relationships face to face.



- Identify, qualify, and onboard new suppliers based on technical capability, quality, schedule reliability, responsiveness, and overall risk.
- Lead supplier negotiations on pricing, lead times, payment terms, warranty, delivery, and change management to secure commercially sound agreements.
- Manage supplier change requests, cost increases, claims, and scope disputes, negotiating outcomes that protect Uni's interests while maintaining important vendor relationships.
- Support proposals and project teams by matching the right suppliers to each scope, obtaining pricing, validating lead times, and surfacing procurement risks.
- Communicate supplier status, risks, and recommendations clearly to project teams and leadership, and track performance to sharpen future sourcing decisions.

Job Requirements

Minimum Qualifications

- 5+ years in procurement, purchasing, supply chain, sourcing, manufacturing, or a closely related field.
- Proven ability to build and manage external supplier relationships and influence vendor priorities, capacity, and commitments.
- Strong negotiation skills across pricing, lead times, and commercial terms and conditions.
- Experience working with fabrication shops, machine shops, or other custom/build-to-print manufacturing vendors.
- Ability to read technical drawings, bills of material, specifications, and supplier quotation packages.
- Strong communication skills with suppliers, project teams, engineers, and leadership.
- Ability to manage multiple active procurements while maintaining attention to detail and follow-through.
- Comfortable in a fast-moving, custom-engineering environment where scopes and priorities evolve.

Preferred Qualifications

- Bachelor's degree in supply chain, business, engineering, construction management, or a related field.
- Experience procuring fabricated steel, machined components, weldments, mechanical assemblies, or other custom-engineered hardware.
- Experience developing a supplier base or improving sourcing practices in a growing organization.
- Familiarity with contract types, PO terms, warranty language, change orders, and supplier claims.
- Familiarity with quality systems, welding standards, material certifications, and supplier quality expectations.
- Experience with ERP/MRP systems, supplier scorecards, or procurement dashboards.



- Experience supporting project-based engineering, custom manufacturing, aerospace, themed entertainment, or complex mechanical systems.

Benefits of Employment

- Competitive salary and growth opportunities.
- Comprehensive benefits package including medical, dental, vision, life, and disability insurance.
- 401(k) plan with above-market company matching.
- Generous Paid Time Off (PTO) and Paid Company Holidays.
- HSA and FSA options.
- A collaborative culture built on integrity, respect, innovation, value, and enterprise.

If you are passionate about solving complex challenges and shaping innovative solutions, we encourage you to apply for this exciting opportunity at Uni-Systems Engineering!