

Procurement Manager

Position Responsibilities:

As the *Purchasing Manager*, you will play an important role in leading procurement operations for our Wyoming operations. Under general direction plan, organize, manage and control supply chain programs and systems. This role will initially focus on optimizing purchasing and warehousing systems locally, with the potential to expand oversight across multiple mining sites throughout the United States. The successful candidate will play a key role in streamlining purchasing processes, fostering operational synergy, and implementing a cohesive warehousing strategy to support efficient mining operations. Specific responsibilities include, but are not limited to:

Local & Strategic Procurement Management

- Lead purchasing activities in Wyoming, ensuring timely and cost-effective procurement of materials, equipment, and services.
- Lead and manage all sourcing activities including supplier selection, negotiations, contract management, and overall supply chain oversight.
- Develop and implement standardized purchasing procedures with scalability for multi-site operations.
- Build and maintain strong supplier relationships and negotiate favorable contracts.
- Provide a high level of customer service to site leadership team(s), acting as a liaison between sites and customers.

Process Optimization & Synergy Development

- Optimize procurement workflows.
- Collaborate with site managers and corporate leadership to align purchasing strategies with operational goals.
- Lay the groundwork for centralized or coordinated purchasing across multiple mining locations.
- Manage supplier relationships and conduct regular performance evaluations.

Warehousing & Inventory Control

- Design and manage a streamlined warehousing system in Wyoming.
- Support logistics and distribution planning to enhance operational efficiency.

Compliance & Reporting

- Ensure all procurement activities comply with company policies.
- Maintain accurate records and prepare regular reports on purchasing performance and inventory metrics.
- Support internal audits and continuous improvement initiatives.
- Lead and direct staff in the management of all materials, equipment, supplies, and services supporting UEC's Wyoming operations.
- Establish and manage warehouse receiving and inventory stock levels.
- Responsible for coordinating delivery and, when required, picking up supplies in neighboring communities.
- Develop and maintain relationships with key suppliers and vendors, negotiate contracts and pricing to achieve the best value while ensuring high-quality products and timely delivery.
- Monitor stock levels, ensuring optimal inventory to meet operational needs while avoiding overstocking or stockouts. Implement and maintain inventory management systems.
- Work with the finance and operations team to create and manage purchasing budgets. Identify and implement cost-saving opportunities while maintaining operational efficiency.
- Ensure all purchases comply with company policies, industry standards, and regulatory requirements.
- Collaborate with project managers and department heads to forecast future procurement needs and prepare for any upcoming expansions or equipment upgrades.
- Coordinate the delivery and transportation of goods to ensure the timely availability of materials and equipment to UEC's operating and project sites.
- Maintain accurate purchasing records, reports, and documentation.

Job Requirements

- This is a salary-exempt position that involves traveling to UEC's operating and project sites.
- Ensure compliance with applicable regulations and best practices in all work-related activities.

- Must be able to recognize hazardous conditions, follow company safety policies and practices, and engage in a strong safety culture.
- Applicants must be legally authorized to work in the U.S.
- A valid driver's license is required.
- The successful candidate will be required to submit to mandatory drug and alcohol testing prior to employment.
- Ability to analyze data and make informed decisions

Qualifications:

- Bachelor's degree in Supply Chain Management, Business Administration, or related field (Master's preferred)
- 5+ years of experience in procurement or supply chain management, preferably in mining, construction, or oil and gas industry.
- Proven success in process improvement
- Strong negotiation, communication, and leadership skills.
- Proficiency in the Oracle NetSuite ERP system
- Willingness to travel to other U.S. mining sites as responsibilities expand.
- Mining or manufacturing experience required.
- Experience with centralized or multi-site procurement models, familiarity with mining equipment and vendor networks and would be advantageous.