

Global Procurement Manager

Company: Bish Creative Display

Industry: Custom Retail Merchandising, Design & Manufacturing

Location: Lake Zurich, IL (Hybrid – 3 days in-office, 2 days remote)

Salary Range: \$100,000 - \$120,000 / year (commensurate with experience)

About Bish Creative Display

For decades, Bish Creative Display has been an industry leader in designing, engineering, and manufacturing award-winning custom retail merchandising and marketing programs. From temporary to permanent point-of-purchase (POP) displays, specialty packaging, and store-within-a-store concepts, we partner with the world's most recognized brands. We operate under a flexible manufacturing model combining owned capabilities with domestic and global partner networks to bring cutting-edge, sustainable, and highly functional concepts to life.

Role Overview

We are seeking an ambitious, strategic, and hands-on Global Procurement Manager to lead our sourcing, purchasing, and material management operations. This is a **hybrid role based out of our Lake Zurich, IL office**, requiring a balance of critical on-site collaboration and flexible remote work. The Global Procurement Manager will balance cost-efficiencies with the high-quality, quick-turn requirements of our custom design and manufacturing workflow. You will oversee end-to-end supply lifecycle activities—securing raw materials (corrugate, plastics, wood, metal, and digital components), evaluating and scaling vendor partnerships, and optimizing our hybrid/outsourced manufacturing matrix.

Key Responsibilities

- **Strategic Sourcing & Material Procurement:** Lead sourcing strategies for raw materials and components used in temporary and permanent display manufacturing. Run RFPs and price analyses to achieve maximum cost-efficiency without compromising structural design requirements.
- **Supplier Network Management:** Vet, onboard, and manage local, domestic, and international suppliers. Build strong relationships with specialized manufacturing partners to maintain a highly agile supply chain.
- **Contract & Price Negotiation:** Negotiate commercial terms, high-volume pricing, SLAs, and delivery timelines with material vendors and external fabricators to protect brand margins.
- **Cross-Functional Collaboration:** Partner closely with Design, Engineering, Prototyping, and Account Management teams from initial concept phases to ensure project specifications align with cost targets, material availability, and production lead times.
- **Production Floor & Inventory Alignment:** Maintain a proactive presence near production workflows in Lake Zurich to manage the efficient flow of goods, resolve potential inventory discrepancies, and support 5S or continuous improvement initiatives.

- **Sustainability Sourcing:** Support Bish's Corporate Social Responsibility goals by actively sourcing sustainable, recyclable, and eco-friendly material options to help clients reduce their carbon footprint.
- **Risk & Budget Management:** Anticipate market trends and raw material price fluctuations. Implement mitigation strategies for supply disruptions, manage the departmental budget, and track procurement performance metrics.
- **Direct and Manage Staff:** Meet weekly and direct Procurement and Quality staff in China and India.

Year 1 Priorities

- Owning and organizing our vendor data in NetSuite, including capabilities, certifications, quality history and other key supplier information.
- Driving and tracking the three-bid process, savings and overall supplier performance.
- ESG and supplier compliance, including ISO, FSI, sustainability standards and other customer-driven requirements.
- Taking ownership of the Supplier Handbook and creating more consistency and accountability across the supplier base.
- Proactively developing domestic and international suppliers where we have capability or capacity gaps.
- Leading and developing the existing Procurement/Quality team.
- Using AI and other analytical tools to leverage the supplier and purchasing data we are collecting, identify opportunities, improve sourcing decisions and make that information more useful across the organization.

Qualifications & Skills

- **Education:** Bachelor's degree in Supply Chain Management, Logistics, Operations, Business Administration, or a related field.
- **Experience:** 5–10+ years of proven experience in purchasing, material sourcing, and procurement management, ideally within a manufacturing, print production, display, or consumer packaging environment.
- **Industry Knowledge:** Deep familiarity with sourcing fabrication materials such as plastics, metals, corrugated board, wood, and electronic/digital elements. Experience with outsourced/contract manufacturing models is highly preferred.
- **Technical Skills:** Proficiency with ERP/purchasing systems (experience with SAP is a strong plus) and advanced capabilities in Microsoft Excel.
- **Soft Skills:** Outstanding negotiation, conflict resolution, and critical thinking capabilities. Exceptional communication skills to collaborate with fast-moving creative and engineering groups.
- **Location Requirements:** Ability to reliably commute to our Lake Zurich office 3 days a week.
- **Mindset:** An innovative, ambitious leader with a hands-on, "can-do" mentality who thrives in a fast-paced, custom project-driven environment. Continuous improvement certifications (e.g., 5S, Six Sigma, Lean) are a plus.