

Sun Tran...driven to go the extra mile!



BUYER

CLOSING DATE: Open Until Filled

SALARY: \$19.36/hr

QUALIFICATIONS:

Position requires a high school diploma/equivalent and over one year up to and including three years' experience related to job tasks. Requires knowledge of Microsoft Office.

MAJOR FUNCTIONS:

The purpose of this position is to purchase various materials and related supplies. This is accomplished by processing requests for services, maintaining office supplies and miscellaneous items for daily operations; and obtaining goods and/or services from various vendors while ensuring guidelines are followed.

BENEFITS:

Benefits include healthcare coverage for employee and dependents, vacations, sick leave, paid holidays, and a generous retirement plan and annual uniform and shoe allowance.

TO APPLY:

Apply at 3910 N. Sun Tran Blvd., or download an application from our website at www.suntran.com and fax it to (520) 293-3348 or e-mail to suntranhr@tucsonaz.gov.