



JOB POSTING

About the Job

POSITION TITLE: Category Specialist
POSITION TYPE: Permanent
LOCATION: Kohl & Frisch Limited (Concord, ON)
DEPARTMENT: Manufacturer Relations

About Us

Founded in 1916, Kohl & Frisch Limited has a solid reputation in the healthcare industry that distinguishes it as the only national, Canadian-owned and operated wholesale distributor. A family-owned company, it is one of Canada's leading national distributors and is the essential link between pharmaceutical manufacturers and healthcare providers. Kohl & Frisch is fully equipped to service large chain retailers, independent pharmacies, clinics, and hospitals for all their Rx, OTC, home healthcare, and front shop needs.

About the Role

The Category Specialist works with the Category Manager to support, develop, and maintain quality manufacturer relationships and seamless daily operations within the team. In addition, the Category Specialist is responsible for maintaining business relationships with vendors in the pharmaceutical retail marketplace. The Category Specialist will have a thorough understanding and extensive knowledge of their assigned vendors and Kohl & Frisch's (K&F's) partnership details.

What will you do?

- + Working extensively with multiple departments, the Category Specialist takes ownership of day-to-day processes, such as, but not limited to: new vendor negotiation and setup, customer inquiries, return policy review and follow-up
- + Acts as the first point of contact for K&F's vendor partners
- + Contributes to development of a strategy for the category with a goal to maximize revenue, efficiency, and profitability for assigned vendors. Identifies areas of opportunity and develops action plans to capitalize on those opportunities and generate additional revenue for the company.
- + Promotes use of K&F's distribution network and services to all vendors, as assigned
- + Promotes and supports K&F's service programs to drive revenues, build partnerships, and create efficiencies
- + In consultation with the Category Manager, coordinates resolution to various problems and issues that may arise with assigned vendors and internal departments within K&F, ensuring root cause analysis is performed and corrective actions are in place to resolve the issues permanently; this includes collaborating with the involved internal departments and external organizations, and challenging existing assumptions
- + Leads the execution of established programs and initiatives
- + Ensures that management is kept informed, making certain that issues outside of scope are escalated in a timely manner
- + Participates in regular and detailed business reviews with all assigned vendors to identify areas for improved service, efficiency, profitability, and growth. Coordinates the meeting schedules, prepares analysis of key performance metrics, and ensures follow-up with summary of meeting minutes.
- + Collaborates with Category Manager to keep current and provide regular updates on industry activity
- + Reviews all new product submissions to determine their viability for listing at K&F for assigned vendors
- + Working with Inventory Management, collaborates closely with vendor to forecast initial purchase quantities and provide direction to the Inventory Management group for the ongoing management of the purchasing process
- + Negotiates terms and conditions of the business relationship between K&F and its vendors, as assigned
- + Be the subject matter expert for the assigned categories with respect to market intelligence, product knowledge, and inventory control

What you bring

- + University degree, preferably in business an asset
- + 3+ years of experience in a fast-paced and/or progressive role in vendor relations
- + A solid understanding of the pharmaceutical and OTC market is an asset
- + Good negotiating, problem-solving and analytical skills
- + The ability to function effectively in a fast-paced, results-orientated environment
- + Excellent interpersonal skills; the ability to develop and maintain close working relationships with vendors
- + Excellent time-management skills; the ability to manage multiple priorities under limited supervision
- + Good knowledge of Microsoft Office, including Excel
- + Experience with Microsoft Dynamics considered an asset
- + Strong verbal and written communication skills
- + Detail oriented with strong organizational skills

What's in it for you?

This position offers a salary range of \$58,000 – \$67,500, exclusive of discretionary bonus eligibility and our full benefits package. The final salary offered to the selected candidate will be determined by factors including location, relevant experience, skill level and education.

Additional Compensation (if applicable):

- Bonus or commission structure
- Pension Plan (eligibility after 18 months service)

Benefits:

- Health, dental, vision after 3 months
- Personal Days
- Employee Assistance Program
- Opportunity for Professional Development
- Wellness programs
- Vacation Pay
- Exclusive memberships and discounts

How to Apply

If you are interested in applying, please submit a résumé and any other relevant documentation to: recruitment@kohlandfrisch.com.

Please ensure you specify the job title, **Category Specialist** in the subject line of your email.

As part of our recruitment process, we may use AI for initial screening and assisting in evaluating candidate qualifications. All final hiring decisions will be made by our recruitment team.

*Kohl & Frisch would like to thank all applicants for their interest. All applicants who received interviews will receive an update on their application status within **45 days** of applying. We value your interest in joining our team and strive to provide a timely, transparent hiring experience.*

Kohl & Frisch Limited welcomes applications from individuals with disabilities and provides accommodations upon request for candidates taking part in the selection process.