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Procurement Associate

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Company: PRI

Location: Nampula

Category: other-general

Overview

We are hiring!

Our client in Nampula is looking for a Procurement Associate to join their team. The ideal candidate will have a deep understanding of the Procurement Sector and a proven track record in the relevant field.

To apply or for more information follow the link below.

Responsibilities

Following and enforcing the company's procurement policies and procedures.

Ensure cost rationalization by carrying out price surveys to determine price trends to help suppliers' appraisal.

Reviewing, comparing, and analyzing products and services to be procured as per company needs.

Maintaining and updating supplier information such as qualifications, delivery times, product ranges, etc.

Maintaining good supplier relations and negotiating contracts.

Requirements

Has a bachelor's degree in IT, Procurement, Operations, Supplies Management, or related discipline from a recognized university. Professional certification or membership like CIPS, is an added advantage.

Has at least 2 years' work experience in procurement and supplies department in a multinational organization or FMCG or Apparel industry.

Demonstrable experience in vendor sourcing, vendor management, relationship management and contract management.

Proficient computer skills, including Microsoft Office Suite (Word, PowerPoint and Excel).

Knowledge and working experience with a robust ERP.

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