

United Arab Emirates Jobs Expertini®

Asst. Buyer

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Company: LANDMARK Group

Location: dubai

Category: other-general

The job posting is outdated and position may be filled

Responsibilities:

- Maintain contact with vendors; update list of vendors for bidding purposes; attend product demonstrations, obtain samples and literature regarding potential products and vendor capabilities and confer with end users
- Support Category Buyer to implement financial and credit services agreement with the vendor that maximize profit and positively contribute to cash flow
- Place orders for the new items and initiate repeat orders for the category based on the Buying plan and Planogram. Ensure merchandise is delivered as per the plan based on the agreed service level agreement.
- Follow up with Supplier for Production and Packaging status
- Support in developing an adequate vendor base for the company through attending Fair & Exhibitions
- Keep abreast of the latest trends in buying and assess realign the existing processes
- Identify, evaluate and suggest appropriate vendor mix to achieve business objectives
- Support to identify and leverage alternate buying opportunities to source products and to ensure that company maintains its competitive edge by constant renegotiation

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