United Arab Emirates Jobs Expertini®

Jr. Purchase Executive Construction Sector Jobs in Dubai | Bronze Electromechanical Bros

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Company: Bronze Electromechanical Bros

Location: dubai

Category: other-general

Jr. Purchase Executive Construction Sector Jobs in Dubai | Bronze Electromechanical Bros Job Responsibilities:

Implement strategies in minimizing cost to maintain the company's forecasted budget.

Understand the design and work closely with interior designers in engineering department.

Review and assess the project.

Establish and build a pleasant relationship with suppliers for future business dealings.

Travel occasionally outside the country for business trips.

Maintain files and keep all records

Sourcing and planning in purchasing all materials needed in the project.

Negotiate with different suppliers in getting good market price.

Coordination with suppliers making sure all delivery schedules are met on a timely basis.

Forecast a projected cost and budget report as required by the company.

Comprehensive report analysis during and end of each projects.

Prepares inventory report of materials, parts and other assets bought by the company during the execution of the project.

Job Requirements:

Experience in handling shipping procedures right from buying from the factory and selling in

the local markets.

Flexible and capable of working with multiple projects at the same time.

Excellent judgment coupled with a high degree of integrity and trust.

Excellent communication skills both verbal and oral

Bachelor's degree

Experience in Purchasing Tiles, Sanitary ware, Marbles, etc

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