

Procurement Specialist Jobs In Abu Dhabi | Sundus

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Category: other-general

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Description

We are looking for a motivated purchasing specialist to manage our company's procurement activities. The purchasing specialist's responsibilities include sourcing new suppliers, ensuring that the purchased products and materials meet specific technical specifications, negotiating purchase terms, and evaluating supplier performance. The purchasing specialist will also be responsible for ensuring timely deliveries and resolving any supply issues or discrepancies.

Requirements:

High school diploma/GED required.

2+ years of experience as a purchasing specialist or in a similar role.

Bachelor's degree in business administration, supply chain management, or a similar field preferred.

CPM or APICS certification preferred.

Good working knowledge of purchasing strategies.

Excellent communication, interpersonal, and negotiation skills.

Strong analytical thinking and problem-solving skills.

Proficiency in Microsoft Office and with business application software, purchasing, and resource planning systems.

Team player with strong organizational skills.

#J-18808-Ljbffr

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