

Procurement Supervisor Jobs in Dubai | Majid Al Futtaim Careers

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Company: Majid Al Futtaim

Location: , Dubai, United Arab Emirates

Category: other-general

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Job Responsibilities:

Responsible for the direction and supervision of the entire procurement operation.

Working closely with Stock Analyst Controller with receiving and reviewing all procurement requests for completeness and identification of services/commodities required and established requirements, determines priorities, develops work schedules, and assigns work to subordinates based upon available manpower and resources.

Ensures the least disruption to operations and the most effective and efficient means of accomplishment.

Ensures the accurate completion of all procurement requests to include the proper documentation of materials and cost expenditures. Manage purchase administration and order processing upon request from end users without delay

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