

Procurement Specialist

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Company: Unity Lss Pvt Ltd

Location: Islamabad

Category: other-general

Procurement Specialist

Unity Lss Pvt Ltd, Pakistan Visit manufacturers and wholesale market for price check and perform Check and verify suppliers purchases and strictly monitor the buying Negotiate with suppliers for best buying Need to get full knowledge of building construction material and work accordingly Prepare price comparisons for company on require. Assist the buyer in the process of determination and change in the purchase and sale prices. Visit, Evaluate and select the adequate suppliers and assist the buyer in the decision of the terms and condition. Determine and continuously maintain the ideal assortment for the given area, in terms of turnover, profit and stock level. To conduct market analysis. To keep the record of the changes in articles and prepare action plans To monitor the production process.

Job Specification Excellent communication skills Analytical ability Result Orientation Strong negotiating skills Cross cultural competence Flexible in traveling Fluent in speaking and writing English Knowledge of assortment on the given purchase field Proactive approach Relationship Management & Cross Functional working approach should have experience in procurement of building materials

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