



Job Opportunity for Procurement Manager Leam Chabang, Thailand (Job ID 3105)

Our Client:

Our Client is one of the largest oil service companies in the Northern European region and which is also now well established within the renewable energy sector. The company's scope of services includes planning, engineering, construction, upgrading and maintenance of platforms, vessels and production facilities in the oil and gas industry.

Qualifications:

- Bachelor or Master Degree in Economics, Industrial Engineering, Marketing and Business Administration.
- Minimum 5 years' experience in Procurement and Logistics fields in the business area of Oil & Gas Service Operation
- English skill is required both in writing and orally, with minimum TOEIC score 500.
- Computer skill in Microsoft Software and SAP MM Module

Responsibilities:

- Respond to customer and supplier inquiries
- Review requisition orders to verify accuracy, specifications and terminology
- Comparing of prices, specifications and delivery dates to determine the best bid among potential suppliers
- Prepare, maintain and review purchasing files
- Report price lists
- Track the status of requisitions, contracts and orders
- Locate new suppliers and build/develop relationships with key suppliers
- Review supplier invoices and charge/forward to appropriate personnel
- Monitor supplier/contractor performance to include on time delivery & quality of goods.
- Maintain Approved Vendor List (AVL)
- Calculate the cost of orders
- Perform in-house inventory transfer/adjustments
- Monitor in-house inventory transfer/adjustment forms for bookkeeping records
- Analyze market and delivery systems in order to assess present and future material availability.
- Develop and implement purchasing and contract management instructions, policies, and procedures.

To Apply:

- Email your CV to paul@omni-interconsult.com - Please mention Job ID 3105 or
- Make an application directly online at our website: www.omni-interconsult.com

