



PR/117089 | Purchasing Supervisor

Job Information

Recruiter

JAC Recruitment Thailand

Job ID

1540581

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

Thailand

Salary

Negotiable, based on experience

Refreshed

May 20th, 2025 12:20

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Our client is world leading technology of non-woven manufacturing, we are looking for potential candidate of ;

Position: Purchasing Supervisor

Location: Sriracha, Chonburi

Salary: 40,000 - 55,000 (Depend on Experience)

Responsibilities:

- Sourcing new suppliers for new items and current items (Supply, spare part, tooling equipment, and packaging)
- Negotiate contract terms of agreement and pricing.
- Compare and analyses price and feedback to user for PR and issue PO
- Track orders and ensure timely delivery.
- Maintain updated records of purchased products, delivery information and invoices.
- Prepare reports on purchases, including cost analyses.

- Monitor stock levels and place orders as needed.
- Coordinate with warehouse staff to ensure proper storage.
- Attend trade shows and exhibitions to stay up to date with industry trends

Qualifications:

- Bachelor's degree in engineering, Logistics or business
- Experience at least 3 years about purchasing in manufacturing industry
- Good command of English
- Excellent interpersonal and negotiation skills
- Able to use Microsoft Office Program especial excel
- Ability to understand Mechanical drawing.

Interested and qualified applicants, please send your application letter and full "CV Resume" with current salary package and indicating expected salary together with recent photo by click "Apply Now"

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Company Description