



PR/096439 | Procurement Manager

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1571211

Industry

Logistics, Storage

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

March 17th, 2026 02:00

General Requirements

Minimum Experience Level

Over 10 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company and Job Overview

This is a global market leader in grinding media. The Singapore team supports the global sourcing, procurement and trading activities of the business.

Responsibilities

Responsible for the procurement of all materials, supplies and services required by company at the most favourable prices consistent with desired quality, quantity, and delivery.

Executes purchasing, sales and commerce in accordance with company policies and procedures.

Responsible on behalf of company for undertaking supplier/customer interactions undertaking negotiations on terms and conditions and making recommendations on sources of supply, quantities, delivery schedules and price. These decisions will be made in conjunction with the global team.

This position requires broad procurement understanding and commercial acumen whilst maintaining relationships with staff

and vendors and maintaining a high level of business ethics.

Qualifications

Minimum of 5-10 years' experience in Procurement and/or Purchasing / Supply Chain role, preferably with experience in the steel industry.

High level of computer proficiency with MS Office suite.

Team player with extensive experience in working in a commercial team environment.

Ability to speak English and Mandarin fluently as this role will be working closely with suppliers in China.

Understanding of broader Procurement discipline, order fulfilment and payment processes.

Ability to work independently and prioritise workflow and work schedule in a demanding environment.

Ability to communicate with people at all levels within the organization and also with vendors.

The ability to use negotiation techniques and influencing skills in a manner that gains agreement and or acceptance with stakeholders and suppliers

Strong ethics and disciplines especially in relation to vendor relationships.

Advanced analytical skills with sound commercial knowledge

A strong track record of working in a data sensitive environment and deliver benefits to the business.

Legal and commercially skilled.

Demonstrate a passion and commitment to meeting promise to your customers.

Well organised with exceptional verbal and written communication skills.

Possess a natural curiosity to find better ways in doing things. Strong focus on process improvement.

Self-motivated and willing to embrace change.

Able to use data to gain insights that deliver benefits to the business.

Catherine Qu
JAC Recruitment Pte Ltd
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EA Personnel Name: QU QIUSHI

#LI-JACSG
#countrysingapore

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Company Description