

PR/161352 | Senior Purchasing Executive (Manufacturing Company)

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1623337

Industry
Logistics, Storage

Job Type
Permanent Full-time

Location
Malaysia

Salary
Negotiable, based on experience

Refreshed
November 17th, 2026 10:17

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
None

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Company Overview:

A japanese company with more than 70 years of experience in rare metal recovery and recycling. The company specializes in recovering valuable metals such as molybdenum and vanadium from spent catalysts generated by oil refineries and petrochemical plants, supporting sustainable resource recycling within the industrial supply chain.

Job Responsibilities:

- Manage procurement activities for chemicals, spare parts, and other operational requirements.
- Source, evaluate, and develop both local and overseas suppliers.
- Obtain quotations, conduct price comparisons, and negotiate with vendors.
- Build and maintain strong supplier relationships.

- Monitor supplier performance in terms of cost, quality, and delivery.
- Develop and implement purchasing procedures and SOPs.
- Support procurement process improvement initiatives.
- Coordinate with internal stakeholders to ensure timely purchasing and material availability.
- Maintain accurate purchasing records using Excel and SQL systems.
- Identify alternative sources and new suppliers to support business growth.

Job Requirements:

- Diploma or Degree in Business, Supply Chain, Engineering, Chemistry, Manufacturing, or equivalent.
- Minimum 3 to 5 years of purchasing or procurement experience.
- Experience in manufacturing environments is preferred.
- Experience purchasing chemicals, raw materials, industrial products, or spare parts will be an added advantage.
- Strong vendor sourcing and supplier negotiation skills.
- Good understanding of end-to-end procurement processes.
- Able to create, improve, and standardize purchasing procedures.
- Independent and comfortable working as an individual contributor.
- Proficient in Microsoft Excel.

#LI-JACMY

#countrymalaysia

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Company Description