



【Buyer】 Global Leader in the Energy Sector

募集職種

人材紹介会社

株式会社SPOTTED

求人ID

1543885

業種

電力・ガス・水道

会社の種類

大手企業 (300名を超える従業員数)

雇用形態

正社員

勤務地

東京都 23区

給与

650万円 ~ 850万円

更新日

2025年09月01日 04:00

応募必要条件

職務経験

3年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

流暢

最終学歴

大学卒：学士号

現在のビザ

日本での就労許可が必要です

募集要項

Buyer

A leading energy and infrastructure company is looking for a motivated and detail-oriented **Buyer**.

This role will focus on managing the end-to-end procurement process, working with suppliers, and coordinating internally to support project delivery.

Key Responsibilities:

Supplier Management

- Identify, evaluate, and register new suppliers
- Monitor supplier performance and support improvements

Sourcing & Contracting

- Negotiate pricing and terms for direct materials
- Support contract and agreement reviews

Procurement Operations

- Issue RFQs and collect competitive bids
- Evaluate cost, delivery, and technical fit
- Coordinate with teams to finalize supplier selection and place POs

Project Support

- Support procurement activities during tender and project execution phases
- Help manage delivery timelines and project costs

Delivery & Logistics

- Track supplier schedules and production status
- Ensure on-time shipments
- Arrange transport and customs, and handle any logistics issues

Internal Coordination

- Work closely with engineering, quality, SCM, and project teams
- Respond to internal procurement-related requests

スキル・資格**Requirements:**

- 5+ years of procurement experience in direct materials (preferably in manufacturing, energy, or infrastructure)
- Strong knowledge of sourcing, pricing, and procurement contracts
- Experience with RFQs, quotation analysis, and PO processing
- Proven negotiation skills with suppliers
- Understanding of Japanese business culture and communication
- Business-level Japanese (JLPT N1) and Business English (TOEIC 700+)

会社説明