



PR/159377 | PURCHASING SPECIALIST

募集職種

人材紹介会社

ジェイ エイ シー リクルートメント マレーシア

求人ID

1553818

業種

化学・素材

雇用形態

正社員

勤務地

マレーシア

給与

経験考慮の上、応相談

更新日

2025年08月19日 15:00

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

ビジネス会話レベル

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Company Overview

A company in the chemical technology sector in Pasir Gudang, Johor, is hiring for a Procurement Specialist position. This organization is expanding its operations in Malaysia and is seeking a skilled professional to support its procurement activities for new projects and ongoing production.

Job Description

- Manage daily procurement activities including RFQs, contract initiation, PO processing, and supplier negotiations.
- Coordinate with internal departments to resolve quality issues and optimize inventory levels.
- Source and develop new suppliers locally and internationally, maintaining an approved vendor list.
- Monitor supplier performance and ensure timely delivery and effective aftersales service.
- Ensure procurement practices comply with Malaysian regulations and internal policies.
- Maintain accurate documentation and enforce confidentiality protocols.

- Support additional tasks as assigned by the purchasing manager or supervisor.

Qualifications

- University degree in Mechanical or Electrical Engineering, or a related field.
- Minimum 3 years of experience in procurement; experience in the chemical industry is a plus.
- Familiarity with Malaysia's MRO market and supply sources.
- Strong knowledge of mechanical, electrical, and hardware commodities.
- Proficient in communication, negotiation, and sourcing; skilled in MS Office and ERP systems.

#LI-JACMY

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会社説明