



Purchasing Specialist



THE ROLE

Supports operational purchasing processes, ensuring timely and compliant procurement of parts and components. Maintains communication with suppliers and coordinates logistics and documentation.



THE WORK

Prepare purchase orders, monitor delivery schedules, and ensure data accuracy in procurement systems. Handle supplier inquiries, resolve discrepancies, and support inventory control. Contribute to supplier relationship management.



THE COMPETENCES

Knowledge of purchasing workflows, ERP systems, and logistics coordination. Skills in documentation, communication, and organisation. Customer orientation, reliability, and capacity to manage multiple priorities efficiently.

