

Operational Purchaser

あなたの仕事内容

- Proceeding Purchase Requisition into Purchase Orders for lower volumes according to business rules and existing frameworks on behalf of all plants covered by China NPM Hub
- Proceeding Purchase Requisitions into Purchase Order by conducting inquiries and negotiating where possible
- Verifying and determining correct CPMG codes while generating Purchase Orders
- Maintaining vendor master data which falls into assigned area of responsibility
- Implementing measures and supporting the team in maintaining high performance with Key Performance Indicators and in reaching team's common targets like improvement project
- Supporting end users to check with the delivery status of requested Purchase Order
- Supporting suppliers to check with the payment status of requested Purchase Order
- Supporting regular meeting, report & Dashboard

あなたのプロフィール

- Purchasing expertise including commercial knowledge and negotiation skill-basic
- Process Knowledge-basic
- IT tools and methods (e.g. excel, PPT and PBI (preferred)-advanced
- Technical (Product or related industry) knowledge-basic
- Clear Communication and logical thinking-basic
- English speaking, reading and writing-advanced

オファー

- University degree (e.g. Economics, Technical) or relevant professional experience
- 3+ years of working or involved in a procurement function
- Relevant experience preferred

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会社概要

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2023, Continental generated sales of 41.4 billion euro and currently employs more than 200,000 people in 56 countries and markets.



ジョブID
REF81927G

業務分野
購買

勤務地
Chang Chun Shi

リーダーシップレベル
Leading Self

勤務に関する柔軟性
Onsite Job

連絡先
Liping Fang

法的事項
**Continental Automotive
Changchun Co., Ltd.**