

# Mustang Position-ID 9062 - Operational Buyer NPM ContiTech for Region APAC

## Vaše náplň práce

### Missions and Purpose of this position:

ONE ContiTech - The first choice for material driven solutions.

Are you interested in shaping the future of ContiTech together with a great team?

Please join us and contribute to our goals with your new role as APAC Operational Buyer within Purchasing@ContiTech.

The APAC Operational Buyer is responsible for all regional operational purchasing activities in the area of above mentioned Services.

The Operational Buyer is responsible for performing all purchasing activities within certain material/service fields with the objective of optimal supply and generating a maximum profit contribution in compliance with the company's policies and purchasing guidelines. The role is carrying out all purchasing activities with a medium degree of difficulty and complexity, in the area of goods/services for which the job holder is responsible for.

### Your tasks

- - Approval and negotiations of shopping carts and Purchase Requisitions up to 25 k€;
- - Creates and sends Purchase Orders to the suppliers ( Purchase to Pay process ).
- - Realization of saving opportunities by bundling operational demands, substitution of suppliers, negotiations of payment-/delivery terms and warranty extensions
- - Clearance of invoice deviations in case of price difference;
- - Management of the RfQ-Process for demands/shopping carts < 25 k€ offer evaluation, creation of offer comparison, including the awarding of suppliers;
- - Identification and support on the creation of electronic catalogs to reduce manual processing requirements, while promoting the usage of existing ones;
- - Different reporting of the repetitive bought items in scope of increase automation.
- - Steering and Monitoring the automated replenishment process for coded materials;-
- - Support for specialists in clarifying differences in the region within the catalogs used
- - Ensure necessary transparency and documentation of supplier decisions according to compliance guidelines (e.g. Sourcing Decision



ID pracovní pozice  
**REF82729D**

Lokalita  
**Changshu**

Úroveň vedení lidí  
**Vedení sebe**

Flexibilita práce  
**Práce v kanceláři**

Právnícká osoba  
**ContiTech China Rubber & Plastics Technology Ltd.**

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- - Sustainable reduction of purchasing prices in consideration of functional and quality aspects.
- - Implement measures and support the Category and Sourcing team in reaching team's common targets.
- - Ensure Compliance with Business Partner Code of Conduct, Continental Ethics and Values and all Corporate Guidelines; Ensure, that agreements are created, approved and signed and communicate to the plants inside the region

## **Váš profil**

### **Your profile**

- Academic degree or comparable qualification
- 1-3 years of experience in procurement, preferably in NPM area
- Confident handling of SAP and MS Office
- Process knowledge is plus
- Clear communication and logical thinking
- Independent and responsible way of working as well as a quick comprehension
- Good negotiating skills, assertiveness, goal- and result-oriented work
- Fluent in English (writing and speaking).
- Experience in project management is plus

## **Co nabízíme**

Ready to drive with Continental? Take the first step and fill in the online application.