

Purchasing SRM Catalogue Specialist

工作职责

- > Catalogue Management: Maintain and update supplier catalogues in the SRM system, ensuring accuracy and completeness of product and service information.
- > Supplier Coordination: Collaborate with suppliers to obtain and verify catalogue data, including pricing, product descriptions, and availability.
- > Data Quality Assurance: Conduct regular checks of catalogue data to ensure consistency and compliance with company standards.
- > Projects: Participate in cross-functional projects, contributing to their successful completion and ensuring alignment with organizational goals.
- > System Optimization: Work with IT and procurement teams to enhance the functionality and usability of the SRM system.
- > Training and Support: Provide training and support to internal users on how to effectively use the SRM catalogue.
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- > Compliance: Ensure all catalogue content complies with company policies and industry regulations.

职位要求

- > Education: Bachelor's degree in Business, Supply Chain Management, or a related field.
- > Experience: At least 3 years of experience in purchasing, supply chain management, or a related role.
- > Technical Skills: Proficiency in SRM systems and catalogue management tools. Strong Excel skills are a plus.
- > Communication Skills: Excellent English verbal and written communication skills. Ability to work effectively with suppliers and internal stakeholders.
- > Attention to Detail: Strong attention to detail and organizational skills.
- > Problem-Solving: Ability to identify and resolve issues related to catalogue data and system functionality.
- > Preferred Qualifications:
- > Experience with specific SRM systems (e.g., SAP SRM, Oracle



职位号码

REF86035L

工作职能

采购

所在地

San Luis Potosí - Contitech

领导力级别

个人贡献者

工作场所灵活度

混合式办公

招聘专员

Sergio Gonzalez

法律实体名称

**ContiTech Mexicana, S. de R.L.
de C.V.**

Procurement).

> Knowledge of industry-specific procurement practices and standards

我们可以提供

At Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes. At Continental we are committed to building an inclusive and discrimination-free ecosystem in Mexico, these principles are rooted in our corporate philosophy and culture. Therefore, it is totally forbidden to request a pregnancy or HIV test as part of our selection processes.
#LI-SFGO

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

关于我们

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 2022, Continental generated sales of €39.4 billion and currently employs around 200,000 people in 57 countries and markets.

The ContiTech group sector develops and manufactures, for example, cross-material, environmentally friendly and intelligent products and systems for the automotive industry, railway engineering, mining, agriculture and other key industries. Guided by the vision of “smart and sustainable solutions beyond rubber,” the group sector draws on its long-standing knowledge of the industry and materials to open up new business opportunities by combining various materials with electronic components and individual services.