

POSITION: TECHNICAL PURCHASING SPECIALIST

DEPARTMENT/ SECTION: PROCUREMENT DEPARTMENT

Place of work: Płock, Poland

KTI POLAND S.A. is a well-established international EPC company offering services in the field of design, delivery and construction of installations in the oil and gas, petrochemical, chemical and power industries.

*We are looking for a **Technical Purchasing Specialist** with a very good knowledge of the English language to work at our office in Płock, Poland.*

JOB DESCRIPTION:

- Conducting purchasing processes
- Selection and approval of new suppliers
- Updating the list of suppliers
- Assessment of suppliers' performance
- Financial analysis of received offers
- Negotiating and bargaining with suppliers
- Preparations and negotiations of the contracts
- Uploading contract/order/invoice data into the JD Edwards system
- Cooperation with the Tender Department and other departments
- Maintaining contact with customers
- Searching for potential suppliers fulfilling the company's requirements
- Creating and updating purchasing procedures

REQUIREMENTS:

- Graduate or a student of engineering studies
- Very good knowledge of the English language
- Willingness to continuously improve professional qualifications
- Focus on achieving the set company's goals

WE OFFER:

- Opportunity for up-skill and professional development
- A contract of employment in an engineering company with an established position in the market
- Good working atmosphere

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- Participation in interesting, multi-discipline projects implemented at home and abroad for reputable clients in Oil & Gas, chemical and energy sectors
- Cooperation with high-class specialists from Poland and abroad
- Attractive benefits package: private medical care LUX MED, accident insurance, MultiSport card, social fund