

Buyer

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Company: Barclay Meade

Location: Poole

Category: other-general

Leading organisation are recruiting a Buyer. Applicants should have previous experience in procurement as a Buyer, Senior Buyer, Junior or Assistant Buyer and be comfortable working in a fast-paced and fun team environment.

This job is available on a fixed term contract basis.

The Buyer will join a team of Buyers and Senior Buyers reporting into a Purchasing Manager. The environment is fun, fast-paced and supportive. The department has been on a journey of transformation and evolution and this vacancy has arisen due to an internal promotion. You will work within a team handling a spend of c£30m.

Specific duties of the Buyer include:

Manage Purchase Order process - raise, place and chase

Manage suppliers against OTD/OTIF metrics

Escalate supplier performance or PO issues to Purchasing Supervisor

Maintain procurement department data within MRP

Support Management in the refining and improving of procurement processes

Buyer applicants should meet the following criteria:

Experience in procurement as a Buyer, or in a broader supply chain role with supplier liaison

Excellent teamwork and interpersonal skills

Comfortable working with data and ideally some MRP experience

Self-motivated when working in the office and remotely

Comfortable working on a fixed term contract basis

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