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Tactical Buyer with German

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Company: Advisory Group TEST Human Resources

Location: Kraków

Category: business-and-financial-operations

Tactical Buyer with German

Miejsce pracy: Kraków

Recruitment for

Our Client operates as an international organization with a worldwide delivery structure providing business services in the areas of Finance, Business Intelligence & Transformation, Human Resources, Procurement and IT. It's our goal to harmonize and standardize processes and to continuously make them more efficient and effective. We see ourselves as pioneers in digitization, as well as in the use and distribution of the latest technologies, for example in business process automation.

As an internationally operating company, is represented at locations in Frankfurt, Hamburg, Krakow, Manila and Mexico City and manages BPO providers in Germany and abroad. With the global network of foreign representatives of the Group's field organization, we are also locally anchored and active worldwide.

Your responsibilities

Plan and execute typical procurement/sourcing processes for Group companies

Timely and accurately process Source-2-Contract (S2C) activities in accordance to internal guidelines

Support internal clients in performing demand analysis

Gather and challenge specifications to ensure a sufficient documentation of requirements

for tendering

Define procurement requirements, identify potential suppliers for tendering and manage RFx

Prepare (commercial aspects, risk evaluation, contractual parameters) and agree evaluation matrix for a consisting scoring approach

Perform business negotiations with external vendors

Analyze and compare competing proposals, prepare vendor selection decisions

Redline and finalize contracts (English/German) in cooperation with legal department

Employer requirements

Master/Bachelor degree in Business Engineering, Economics, Finance, IT, Management, Law or Equivalent

Min. 3 years of experience in Procurement

Fluent in English (written and spoken) - min C1

Fluent in German (written and spoken) - min C1

Very good command of MS office and Windows applications

Very good command of Procurement related tools

Analytical and conceptual mindset

Strong interpersonal and communication skills

Customer-oriented

Fast learner

Strong co-operation skills

What employer offers

Hybrid working model (working in the office 1-2 days/month)

Opportunity to work from each part of Poland during remote work

Flexible working time

your consent.

New branded and modern office: 200 adjustable desks, several types of meeting rooms, bike amenities, lounge rooms and chill out spaces, cozy kitchens and excellent public transport in a walking distance

Continuous improvement environment

Supportive & friendly working atmosphere - we work towards a joint success

Attractive development opportunities in Procurement

Possibility to adjust the place and hours of work to private needs

Private medical care for employees and their families

Possibility to fulfil a dream about far journeys with attractive discounts for flight tickets

I hereby agree to the processing of my personal data contained in the form filled out by me and in the attached documents, to the extent necessary for the recruitment process indicated by me, as conducted by AG TEST HR Spółka z ograniczoną odpowiedzialnością spółka komandytowa (ul. Zwierzyniecka 30, 31-105 Kraków).

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