

## VACANCY ADVERTISEMENT

No.	Position Name	Requirement	Qualifications	Experience	Skills	Job Location
1	Procurement Manager	1	Master or Bachelor degree (Supply chain management) (Finance or other related )	<ul style="list-style-type: none"> <li>12 years' experience, 3 years in managerial level.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of industrial equipment's and services</li> <li>Excellent analytical and negotiation skills</li> <li>Effective interpersonal and verbal and writing communication skills</li> <li>Fluent in English written and spoken</li> <li>Excellent organismal skills</li> <li>Excellent it / Microsoft office skills</li> <li>Negotiation skills &amp; problem</li> </ul>	Head Office

### Job Designation:

- Plan, develop organize, direct, manage and evaluate the personnel, operations and budget of an organizations supply chain services company.
- Lead and manage production planning, customer service purchasing, inventory control, forecasting, warehousing, transportation, and other areas ear required.
- Develop analytic, systems and data management capabilities, including metrics and reports.
- Direct the hiring, supervision mentoring, and performance evaluations of supply chain staff.
- Direct, coordinate, assign monitor and review the work of individuals engaged in supply chain realties.
- Understand customer's needs, service those needs, and maintain and develop positive business relationships with a customer's key personnel involved in or directly relevant to supply chain activities.
- Manage vendor relationships (e.g., third party logistics).
- Collaborate with staff, other departments, senior management, and decision makers to share information, problem solve, and to clarify management objectives.
- Oversee organization wide management of the strategic sourcing, procurement, contracting, and evaluation of services.
- Manager / coordinate the sales and operations planning process including supply / demand forecasting, and on time delivery.
- Direct and manage corporate governance and regulatory compliance.
- Identify and manage risk within the supply chain.
- Address tactical and strategic supply chain issues.
- Establish key performance indicators, monitor ongoing performance, and improve performance against set goals.
- Develop and implement new systems, best practices, inventory control, demand planning and, other optimization in order to grow the business.
- Manage contractor and subcontractor activates, reviewing proposals, developing performance specification, and serving as a liaison with the organization.
- Support the development of supply chain-based training materials and technical manual
- Identify potential projects to deliver changes improvements to the supply chain and commission select project
- Manage the buying and liaise delivery process of goods services on behalf of the company or end user on daily basis
- Manage all the buying for the office and become the focal point for all purchases including office supplies ETC.
- Deliver best negotiating rates with suppliers and high service quality is expected as the candidate must ensure to secure the best possible rates in line with company's buying policy
- Manage and coordinate logistics and tracking of orders
- Develop and maintain good communication with end users and suppliers
- Create and update the Supplier & vendor list
- Preparation of purchasing reports
- Other responsibility or work / duties given by line manager.

Interested candidates are kindly requested to their updated CV via Email:

[jobs@oneic.com.om](mailto:jobs@oneic.com.om)

The last date to apply is on 13/07/2022.