



Sourcing and Procurement Specialist Traded Goods

Job Summary:

This role is responsible for:

- Sourcing, managing and developing product category groups for deSter in the APAC region, mainly North East Asia
- Implementing the category strategy established by each product category
- Implementing all aspects of strategic regional sourcing, supplier relationship management, explore cost saving opportunities, product development, handling RFI/RFQ/RFP, tender, contract negotiation, ad hoc project assigned by the group
- Co-ordinating and manage quality claim with suppliers
- Managing internal customer enquiries with fast responses

Main Duties and Responsibilities:

- Identify and implement new sources for deSter for traded goods categories (Premium, Cardboard & Paper, Textile, ECD, PPE) in North East Asia
- Develop the supplier base in the region to deliver competitive advantage to the company
- Manage the product/specification development process to ensure competitive cost position is maintained
- Plan, implement, track and control the cost of products within assigned portfolio
- Budget, define, deliver and track savings targets in the area of responsibility; initiate and steer corrective actions in case of deviations
- Deliver savings opportunities and benchmarking of industry standards and practices to identify quick win and long-term opportunities
- Proactively develop procedures to reduce supplier, procurement and business risk as appropriate
- Lead and manage through corrective action any quality issues that arise for assigned sub-categories acting as key point of contact with supplier and settling claims & improvement plans as appropriate.
- Manage & implement process optimization improvement initiatives within the supply base and product development projects for new and customized designed equipment lines to deliver new, competitive product to market
- Support the provision of procurement services to the wider deSter organization
- Work collaboratively with the procurement team and internal clients to ensure the delivery of a high quality, compliant, cost focused procurement process.

Qualifications

Education:

- University Graduate in business, procurement, supply chain or related disciplines

Work Experience:

- At least 2-5 years of relevant (international) procurement and sourcing experience
- Experience on handling travel premium tableware products (chinaware, stainless steel), Cardboard & Paper products, textile products, ECD, PPE or relevant products knowledge.
- Sourcing vendors in different countries.
- Knowledge of factory assessment and quality control is a plus



Technical Skills: (Certification, Licenses and Registration)

- Good computer literacy in Microsoft and Office 365 application (Outlook, Word, Excel and PowerPoint)

Other Skills:

Competencies:

- Excellent communication skills
- Negotiation skills
- High service level orientation
- Proven ability to work collaboratively with individuals and in cross-functional teams
- Result oriented and flexible personality
- Ability to work under pressure and a problem-solving attitude
- Concentrated and precise working
- Proactive, dynamic personality
- Mature and positive thinking
- Strong customer focus
- Able to cope with fast pace working environment
- Good time-management

Language Skill requirements:

- **Fluent in English, Vietnamese (verbal and written)**
- Knowledge of Thai and Mandarin is a plus

Place of work

- **deSter Co.,Ltd.** at AIA Sathorn Tower, Floor 7th, Bangkok. (Office)

Normal working day

- Monday to Friday at 08.00 – 17.00

Report to:

- Sr. Purchasing Specialist (Thai)