



Rainbow Chicken
currently has the following Vacancy:

Buyer
Worcester

Role Purpose:

Rainbow is seeking a Buyer to join the Chicken Division. The candidate should be analytical, have good communication skills, be target driven, and customer focus orientated. The role will be based in Worcester, reporting to the Procurement Manager.

Minimum Requirements:

- Relevant degree/ diploma in Commerce, Logistics, Supply Chain or Project Management.

Required Experience:

- Minimum three (3) years' experience within a procurement / sourcing and commercial environment.
- Procurement and technical experience within an FMCG environment will be advantageous.
- Detailed knowledge of Contract Management and tender processes.

Required Knowledge and Skills:

- Highly motivated self-starter.
- Effective time management.
- Organizational awareness.
- Competent in MS Office and applicable mainframe systems SAP and ERP).
- Excellent verbal and written communication skills.
- Ability to work in a pressurized environment.
- Well-developed interpersonal skills.
- Ability to negotiate and persuade end users as well as suppliers.
- Practice and display good negotiating skills.
- Ability to prioritize work, good organization and planning skills.
- Be able to work without close supervision.
- High levels of accuracy.
- Provide customer service to internal departments.
- Highly developed sense of order.
- Must be multi-skilled.

Key Responsibilities of Role:

- Sourcing of suppliers, negotiate pricing and delivery dates for Capex and Major Maintenance projects.
- Engage with suppliers to negotiate payment terms and competitive prices for capital projects.
- Purchase Order creation from buying requests – Capex/Non-Stock/Stock/Services and Return Purchase Orders.
- Ensure all orders (stock and non-stock) are placed on time at the best price with the best supplier or as per contract.
- Obtain prices for Capital and Major Maintenance goods.
- Assist Procurement Manager with tender and award of regional contracts.
- Check and manage purchase order audit trails.
- Liaise between suppliers and end users to expedite all orders and ensure that all items are received on time by managing the Open Order Report.
- Assist in quarterly stock counts.
- Continuously creating awareness around the Procure to Pay policy to end users and suppliers.
- Ensure that Rainbow ethical standards and the requirements of the RPM are adhered to in relation to the Procure to Pay Policy
- Report and or escalate any areas of non- compliance appropriately.
- Take ownership and accountability for tasks and activities and demonstrates effective self-management in terms of planning, prioritizing and self- development.
- Follow through to ensure that quality and productivity standards of work are consistently and accurately maintained.
- Participates and drive in regular performance appraisals and ensure that own targets and goals are clear and achievable.
- Collaborate with engineering and production teams to understand technical requirements.
- Strong understanding of technical specifications and requirements.
- Ensure that the necessary supplier details are correctly and promptly loaded onto SAP Compile ad-hoc spreadsheets and analysis when required.

Closing Date: 30 August 2024

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