



PROCUREMENT SPECIALIST

Allied Steelrode have the abovementioned vacancy available that is in line with our recruitment and selection policy, we herewith invite candidates who meet the relevant requirements to apply for this position. The details are as follows:

Job Title: Procurement Specialist
Reporting to: Group Procurement Officer
Division: Alrode
Reference Number: Proc002/2023

Job Requirements:

The following serves as a brief summary of the job, and is not limited to the following:

- Negotiating sale prices with different vendors or suppliers;
- Reviewing budgets and invoices;
- Monitoring inventory levels;
- Researching new vendor options;
- Delegating tasks to procurement team members;
- Resolving price disputes with vendors or suppliers;
- Apply risk minimizing techniques;
- Get the most efficient return out of the company's purchasing power while also reducing operational risks;
- Must be able to analyse and interpret data/procurement cost;
- Managing Procurement and reporting System;
- Distribution Planning and management;
- Managing Import and Export Logistics;
- Managing Logistics and Stock;
- Reports and Compliant policies.

Education and Experience Requirements:

- Diploma / NQF Level 6 in Procurement / Supply Chain Management is essential;
- Bachelor's Degree (3 Years) in Procurement / Supply Chain Management would be advantageous;
- Computer literate – advance excel required;
- SAP Experience essential;
- Strong administrative and multi task capabilities;
- Own transport would be an advantage;
- Minimum 5 years relevant working experience;
- Steel industry experience and knowledge in Procurement and Supply management would be beneficial;
- 5 Years Steel Experience essential.
- Ability to work and flourish under pressure; and
- A Team player who would be able to perform under pressure, have excellent communication skills and display a high threshold for learning and responsibility.

Please forward your CV to: recruitment@alliedsteelrode.co.za or deliver by hand to Cecilia Trollip (HR). Please indicate the reference number on your application.
By submitting your application, you give consent for Allied Steelrode to use your personal information for recruitment purposes and reporting.

Allied Steelrode (Pty) Ltd Reg No: 2012/173965/07

Directors: A S P Chadha, R A Chadha, W A Rippon, W V Rippon

Executive Officers: M Bezuidenhout, S Brits, SP Buckle, JD Cloete, LA Geyser, CSE Pretorius

Corner of Waterstof and Vereeniging Road Alrode Alberton, P O Box 11563 Randhart 1457, South Africa

Tel: 0861 777 777 Fax: 010 216 0211 Website: www.alliedsteelrode.com