

## Procurement Specialist

Cozens Mabel • The Rocks NSW 2000



Base pay

\$120,000 - \$120,000



Work type

Full Time



Contract type

Not provided

### Job details



Date posted

**06 May 2021**



Expired On

**04 Jun 2021**



Category

**Transport & Logistics**



Occupation

**Purchasing & Procurement**



Base pay

**\$120,000 - \$120,000**



Work type

**Full Time**



Job mode

**Permanent**

### Full job description

Our client is a highly respected education provider. Join their business on an initial 10 month contract.

#### Your new company:

Our client is a highly respected education provider. They are looking for a procurement specialist to join their business on an initial 10-month contract which could get extended. Join a great team and an organisation that offers flexibility and excellent working conditions. Your day to day role will be interesting and varied, so do not delay your application.

#### Your new role:

Reporting into the Head of Shared Services you will partner with the business and assist the business with their day-to-day procurement activities. The business has a decentralised procurement model, so you will provide ongoing support and direction to the business on how to procure goods and services in line with the organisations policies and standardised processes.

#### Aspects of the role will include:

- Provide ongoing support and direction to the business on how to procure goods and services;
- Be a procurement business partner to your internal stakeholders in the business;
- Negotiate and finalise terms of supplier agreements;
- Develop, manage and maintain professional relationships;
- Work collaboratively with key internal stakeholders.

#### What you'll need to succeed:

- Proven end to end procurement experience.
- Experience in identifying and delivering commercial opportunities.
- Sound supplier management and engagement skills.
- Strong negotiation skills and problem-solving abilities.
- Excellent communication, personal presentational and interpersonal

skills.

**What's on offer:**

- 10-month fixed term contract role.
- Attractive daily rate.
- Immediate start.
- Close to public transport.
- Sydney CBD location.
- Great opportunity to take your career in procurement to the next level.
- Flexible working conditions.
- Currently the business is working part time in the office and part time from home.
- Lovely team environment

**What you need to do now:**

If you're interested in this role, click 'apply now' to forward an up-to-date copy of your CV, or call Ilsa Cozens on 0403 330 649.