



POSITION: INTERNAL & EXTERNAL PROCUREMENT SPECIALIST (C5)

ROSH PINAH ZINC, A LEADING MINING COMPANY, IS SEEKING A SKILLED PROCUREMENT SPECIALIST TO JOIN OUR DYNAMIC TEAM. THE SUCCESSFUL CANDIDATES WILL PLAY A PIVOTAL ROLE IN OUR OPERATIONS.

Your Key Areas of Responsibility:

- Assist in sourcing, evaluating, and selecting suppliers for required goods and services.
- Ensure timely and accurate execution of all purchasing activities as per defined standard procedures and processes.
- Closely collaborate with operational and project teams to ensure material and service requirements are met in line with schedules.
- Perform end to end supplier activities, including queries and closing of contracts.
- Perform all activities related to purchasing quality assessment.
- Administer supplier qualification assessments to determine supplier performance.
- Maintain effective relationships with suppliers to help improve supplier.
- Drive results and efficiency through good decision-making, action, and change management.
- Effectively lead a team of Assistant Procurement Officers to achieve their deliverables.

Ideally, you will have:

- Bachelor's degree in Procurement and Supply Chain Management.
- CIPS membership and Qualification will be an added advantage.
- Minimum of 5 years' proven work experience in a procurement environment of which 2 years in a senior procurement role.
- Valid Driver's license.

To apply for the position, submit a compliant application with a cover letter through the recruitment portal www.jobopportunities.net. If there is no contact within 2 weeks after closing date, consider application unsuccessful. Candidates from designated categories are encouraged to apply.

CLOSING DATE: 23 APRIL 2025



VISIT OUR WEBSITE: <https://www.roshpinahzinc.com/>