



## PR/108839 | Assistant Manager - Indirect Purchase (Automobile Industry)

### Job Information

**Recruiter**

JAC Recruitment India

**Job ID**

1509362

**Industry**

Automobile and Parts

**Job Type**

Permanent Full-time

**Location**

India

**Salary**

Negotiable, based on experience

**Refreshed**

December 11th, 2024 15:37

### General Requirements

**Minimum Experience Level**

Over 3 years

**Career Level**

Mid Career

**Minimum English Level**

Business Level

**Minimum Japanese Level**

Business Level

**Minimum Education Level**

Associate Degree/Diploma

**Visa Status**

No permission to work in Japan required

### Job Description

**Position & Department-** Assistant Manager - Indirect Purchase

**Location-** Chennai Plant

**Purpose:** The Assistant Manager - Indirect Purchase develops strategies, manages vendors, analyzes costs, mitigates risks, and ensures timely delivery while collaborating with stakeholders.

**Job specification:**

- **Strategic Thinking:** Coordinate with users on requirements, develop procurement strategies, and ensure timely deliveries.
- **Market Knowledge & Contact Management:** Select suppliers, manage RFQs and contracts, negotiate pricing, and forecast market trends.
- **Analysis & Team Management:** Analyse costs, optimize strategies, and support team process improvements.
- **Supply Chain Management:** Monitor supplier deliveries, inventory levels, quality standards, and implement controls.
- **Risk Management:** Identify procurement risks, develop contingency plans, and manage supplier payments.
- **Educational Qualifications:** BE /BTech -Regular
- **Technical Skills:** Vendor management, data analysis, ERP & MS Office knowledge

- Soft Skills: Effective communication, time management, leadership, and decision-making
- Experience: 5+ Years of Experience in Indirect Material Purchase 5+ Years of Experience in Indirect Material Purchase

---

## Company Description