



PR/158357 | Purchaser (IT Hardware)

Job Information

Recruiter[JAC Recruitment Malaysia](#)**Job ID**

1512434

Industry

IT Consulting

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

April 16th, 2025 10:01

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

Company Information

An IT Hardware company based in Klang is looking for a Purchaser, this role will be reporting to the Product Manager.

Key Responsibilities:

- Issue purchase orders and follow up to ensure timely delivery.
- Assist in product selection, pricing, and supplier negotiations, and support distribution and promotional campaigns.
- Update product costings and maintain accurate price lists.

- Liaise with suppliers, logistics teams, and internal departments to resolve issues and ensure smooth operations.
- Monitor stock levels, conduct regular stock checks, and generate relevant reports.
- Track product performance and gather customer feedback for improvements.
- Collaborate with marketing teams on product messaging, positioning, and go-to-market strategies.
- Conduct market analysis to identify product opportunities and positioning.
- Coordinate product training and provide support to sales teams.

Key Requirements:

- A min experience of 5 years as a purchasing person in the IT industry.
- Min Diploma or a Degree holder
- Able to communicate well in both English and Mandarin due to the need to liaise with China counterpart.
- Able to work onsite

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Company Description