



## 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**

January 22nd, 2025 12:01

### 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