

**MichaelPage**

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## Vendor Contracts Associate

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#### Job Information

**Recruiter**

Michael Page

**Job ID**

1526685

**Industry**

Bank, Trust Bank

**Job Type**

Permanent Full-time

**Location**

United Kingdom, Milton Keynes

**Salary**

5.5 million yen ~ 7.5 million yen

**Refreshed**

March 14th, 2025 16:43

#### General Requirements

**Career Level**

Mid Career

**Minimum English Level**

Fluent

**Minimum Japanese Level**

Native

**Minimum Education Level**

Bachelor's Degree

**Visa Status**

No permission to work in Japan required

#### Job Description

This position involves the management of vendor contracts in the Life Science industry, focusing on the Healthcare department. The ideal candidate will have previous experience in contract management, with a specialty in vendor contracts.

#### Client Details

Our client is a mid-sized organization in the Life Science industry, specializing in the Healthcare department. They are renowned for their commitment to medical research and are dedicated to making significant contributions to the field.

#### Description

- Review, negotiate, and manage vendor contracts in the Healthcare department
- Ensure contracts meet legal requirements and company policies
- Maintain a database of all contracts and associated documents
- Collaborate with the procurement team to ensure vendor performance
- Assist in the development of contract management procedures and guidelines
- Provide regular reports on contract statuses and issues
- Collaborate with legal team to address contract disputes
- Keep abreast of laws and regulations affecting vendor contracts in the Life Science industry

## Job Offer

- An estimated salary range of 5,850,000 - 7,150,000 JPY per annum
- The opportunity to work in the thriving Life Science industry
- A supportive and collaborative work environment
- The chance to contribute to significant medical research
- A location in the vibrant city of Milton Keynes

We welcome all interested candidates who meet the above criteria to apply for this exciting opportunity in the Life Science industry.

To apply online please click the 'Apply' button below. For a confidential discussion about this role please contact Dr. Philipp Berndt on +813 6832 8945.

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## Required Skills

A successful Vendor Contracts Associate should have:

- A degree in Business, Law, or a related field
- Previous experience in contract management, preferably vendor contracts
- Strong negotiation skills and attention to detail
- Knowledge of laws and regulations relating to contracts
- Excellent communication and interpersonal skills
- Proficiency in using contract management software

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## Company Description

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