

# Purchasing MRO

## About Albea & the Product line that is recruiting

Albéa is a global leader in beauty, personal care, oral care, pharmaceutical and food packaging. Our site, Albéa Querétaro is specialized in Laminate Tubes for Oral Care, Hair Care, Cosmetics & Pharmaceutical Markets.

## Scope

- Responsible for developing and implementing supply strategies for the parties involved in order to minimize internal costs (costs, quality and inventories) and manage the terms and conditions.
- Personnel administrator under his charge.
- Participate in motivational programs.
- Effective communication with your supervisor and directly reporting the objectives that have been achieved.
- Participate in savings and continuous improvement projects.
- Ensure safety as the main priority within the plant and with services and contractors.
- Participate in the introduction of new products.
- Satisfy the needs of internal customers by acquiring everything necessary with the best commercial conditions, to maintain the operation of the production lines and the general plant and therefore the fulfillment of the goals.

## Main activities

- Work with the engineering and maintenance department to understand their needs.
- Negotiate the best possible price with suppliers as well as the best purchasing conditions.
- Monitor supplier performance and guide improvements to achieve company objectives.
- Negotiate contracts, loans and consignments.
- Actively participate in all "CI" activities in which it is summoned.
- Provide necessary information that allows analyzing and quantifying the results achieved from CI in accordance with the methodology established for it.

## Accountability including KPIs

- Guarantee the supply of products/services
- Ensure the best selection of suppliers
- Be accountable for developing and implementing sourcing strategies for the parties involved in order to minimize internal costs.

## Profile (Experience & qualifications)

\*Education: Bachelor's Degree in Business Administration or related.

\*Specialties: Postgraduate and/or Master's (Optional)

\*Age: +38 years

- Proficient in the use of computer software (SAP, QAD) including spreadsheets, databases, and word processing.
- Bilingual (English-Spanish).
- Knowledge of electrical, electronic, hydraulic systems and pneumatic parts.
- Skills to negotiate contracts, bailouts and consignments.
- Negotiation capacity with suppliers.
- From 3 to 5 years of experience in a similar position.
- Experience in Purchasing and Planning

## FUNCTION

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Purchasing

## LOCATION

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Queretaro

## APPLICATION EMAIL ADRESS

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jobs.queretaro@albea-group.com

## TYPE OF CONTRACT

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Permanent

## DESCRIPTION

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Responsible for guiding the development and implementation of sourcing strategies