

Procurement Engineers

(Buyers/Expeditors)

To apply, please email your current Curriculum Vitae, salary expectations and availability to:

specserve@specserve.com

www.specserve.com

SPECIALIST SERVICES

Responsibilities

Manage the source of supply and procure according to the material specifications.

Establish and maintain potential vendor record.

Carry out inquiries and seal bid activities.

Handle all clarifications during technical & commercial evaluation stage.

Prepare and compile purchase orders.

Expedite the suppliers to ensure actual progress is in line with the contractual planning.

Perform all expediting and logistic activities to meet the project schedule.

Qualifications

Bachelor's Degree in Engineering

Minimum 5 years' experience in work related field, preferably in the Oil & Gas, Petrochemical and related industries

Knowledge of equipment manufacturers and suppliers for Oil & Gas industries would be an advantage