



Mercedes-Benz Manufacturing Poland Sp. z o.o. is looking for:

Procurement Specialists

Workplace : Wrocław (temporary location)

Ref. nb: 2/ P / PS

Employment:

- Workplace: Wrocław (initially), from summer 2017 – Jawor near Legnica

Scope of duties:

- Analysis of the procurement market for one of following areas: Building Equipment/ Services /Construction and Facility/ IT and Consumables/ Production Equipment.
- Negotiation of procurement contracts and timely creation of purchase orders, implementation of appropriate internal processes, procedures and instructions.
- Prepares or finalizes the single/frame contract according to set approval values. Ensures the necessary documentation is provided in the procurement IT-system.
- Optimization of the existing procurement environment through price comparisons and price/value analyses, providing best purchase prices for the company and minimizing the financial risks.
- Regular Communication with internal business partners, global commodity managers and suppliers.
- Development of new procurement standards based on corporate guidelines and systems.
- Ensuring all purchase orders are consistent with the highest compliance standards and IPS regulations.

Requirements:

- Education: degree in Business, Economics or Engineering, or comparable education.
- Languages: fluent English (mandatory) / German (beneficial)
- Proficient IT knowledge in Microsoft Windows/Office (Word, Excel, PowerPoint).
- 3-4 years of experience in purchasing, preferably in the automotive industry and multi-national corporations.
- Self-reliance, results orientation, ability to work in a team and in an autonomous way.
- High ethical standards, reliability and accountability.
- High intercultural competences.
- Ability to work under pressure. Ability to communicate, persuade and negotiate in complex situations.
- Proactive nature, highly motivated, able to work flexibly, quickly and accurately to tight deadlines.
- Experience in greenfield is not required but 'nice-to-have'.

Contact:

Please send your CV and cover letter to rekrutacje_jawor@daimler.com (Please enclose reference number and following personal data protection clause: „Udzielam zgody na przetwarzanie moich danych osobowych w celach związanych z naborami pracowników, zarówno obecnymi, jak i przyszłymi, zgodnie z ustawą z 29.08.1997 r. o ochronie danych osobowych. Zgoda obejmuje także przekazywanie i przetwarzanie moich danych w w/w celu przez spółkę Daimler AG.”)