

Purchasing Manager

采购经理

Location: Beijing

Starting date: ASAP

About the Company:

Our client is a large French company focused on environmental services, operating in areas such as energy management and resource conservation. Our clients have a global reputation, provide services to many governments, and maintain long-term cooperation with large industrial enterprises.

我们的客户是一家以环境服务为主的大型法国公司，其运营领域包括能源管理、资源保护等。我们的客户在全球享有知名声誉，为多国政府提供服务，与大型工业企业保持长期合作。

Mission:

Executes purchasing group purchasing process to ensure optimal performance and overall cost for suppliers; works closely with all relevant internal departments to achieve purchasing objectives in line with the development of business objectives; leads and manages purchasing team, provides purchasing solutions to track and report on all savings Effectiveness; ensuring and maintaining procurement policies in line with group policy.

执行采购集团采购流程，以确保供应商的最佳绩效和总体成本；与所有内部相关部门密切合作，实现符合业务目标发展的采购目标；领导和管理采购团队，提供采购解决方案跟踪并报告所有节约效果；确保并保持采购政策符合集团政策。

- Manage all procurement categories for industrial projects, including equipment, raw materials and service requirements;
管理工业项目所有采购类别，包括设备，原材料和服务需求；
- Lead the procurement team to meet and support different business development needs;
带领采购团队满足并支持不同的业务发展需求；
- Determine changes in procurement strategies and supplier needs based on market trends to achieve the best price, delivery and quality;
根据市场趋势确定采购策略的变化和供应商的需求，以达到最佳的价格、交货期和质量；
- Provide enterprises with integrated market evolution and innovation information;
为企业提供一个一体化的市场演进，创新信息；

- Manage supplier dashboards to monitor supplier performance and ensure timely deliveries;
管理供应商面板，监控供应商绩效，确保及时交货；
- Manage day-to-day procurement activities to support operational and construction needs;
管理日常采购活动，以支持运营和建设需求；
- Manage the ERP purchase and payment process, including material and supplier master data, optimize the purchase process to improve procurement efficiency;
管理 ERP 采购付款流程，包括物料和供应商主要数据，优化购买流程，以提高采购效率；
- Implement an ERP system in a newly established company/project with Procurement Team;
与采购团队一起在新成立的公司/项目中实施 ERP 系统；
- Implementation of Group PFA (Procurement Framework Agreement) in industrial business line and strengthened implementation;
在工业业务实施集团 PFA（采购框架协议），并加强实施；
- The management team establishes the bidding process to secure the procurement through the best contract conditions according to the Group procurement process;
管理团队建立投标流程，根据集团采购流程，通过最佳合同条件确保采购；
- Establishment and optimization of industrial procurement processes in line with group requirements;
建立符合集团要求的工业采购流程并进行优化；
- Formulate annual procurement plan, including saving action plan, supplier strategic plan, category management plan, etc.;
制定年度采购计划，包括节约行动计划，供应商战略计划，品类管理计划等；
- Regularly provide expenditure analysis, market trend analysis, procurement savings and other reports;
定期提供支出分析，市场趋势分析，采购节约等报告；
- Direct and manage purchasing team members to continuously improve purchasing efficiency and productivity;
指导和管理采购团队成员，不断提供采购效率和生产力；
- According to work needs, arrange business trips;
根据工作需要，安排出差；
- Complete other tasks assigned by the superior and the company.
完成上级和公司指派的其他工作。

Requirements:

- Fluent in English communication at work.
用英语进行工作和交流。
- At least 10 years of purchasing management working experience, including at least 3 years of foreign enterprise procurement management experience.
至少 10 年采购管理工作经验，其中包含至少 3 年及以上外资企业采购管理经验。

- Bachelor or above , major in chemistry, energy, supply chain management, procurement or related.
本科及以上，化学，能源，供应链管理，采购等相关专业。
- Experience in boiler, steam turbine, fuel, chemical and pharmaceutical procurement is preferred.
有锅炉，汽轮机，燃料，化工药剂等采购经验者优先。
- Business acumen and mind, rich experience in procurement and industry knowledge ;
具有领先的商业意识和头脑，丰富的的采购经验和行业知识；
- Excellent negotiation ability and coordination competence, clearly aware of key factors, effectively optimising profit by lower costs;
优秀的谈判能力和协调能力，能把握事物的关键所在，通过最少的成本高速高效地达成最大的收益；
- Familiar with ERP system.
熟悉 ERP 系统。
- Can use common office software to work.
常用办公软件的应用。
- Can adapt to frequent business trips;
可适应频繁出差；
- Work actively, take the initiative, and have a strong sense of responsibility and professional quality;
工作积极主动，具有强烈的责任心和职业素养；
- Integrity;
诚信；
- Good communication and coordination ability with internal departments to solve existing problems;
与内部部门有良好的沟通协调能力，解决存在的问题；

Application:

Please send your resume to: **bj-hr@ccifc.org**

有意者请将简历投递至邮箱: **bj-hr@ccifc.org**