

Driving decarbonization and digitalization. Together.



Staff Specialist Procurement

Job description

Manage the sourcing and procurement scope of indirect commodities related to IT, R&D , consulting, facilities management, transportation and logistics, temporary labor services, travel, site services etc

In your new role you will:

- Manage the **sourcing and procurement** scope of indirect commodities related to IT, R&D , consulting, facilities management, transportation and logistics, temporary labor services, travel, site services etc
- Drive the **quotation processes**, define evaluation criteria, identify and select suppliers, execute the evaluation process, refine and validate sourcing and purchasing options, manage buy-in of key stakeholders
- Manage **contract information and negotiate with vendors** to obtain the best possible terms to ensure that portfolio has consistent information and renewals or termination due date are under control
- Responsible to **execute Purchasing functions** in compliance with global initiatives, standard procurement processes, procedures and policies
- Drive **Suppliers evaluation** and manage claims management
- Recommend **process improvements** and develops continuous improvement tools
- Continually look for ways to exceed customer's expectations, increase efficiency implement better processes and achieve cost savings globally

Profile

you are best equipped for this task if you have:

- Degree in Business Management or Supply Chain Management or a related field
- Relevant experience in SAP , Ariba or other tools is preferred
- With 5 to 8 years or more experience in the Indirect Procurement
- Self management , self motivated

Benefits

- **Singapore:** Wide range of training offers & planning of career development; International assignments; Different career paths: Project Management, Technical Ladder, Management & Individual Contributor; Staggered working hours for normal shift employees ; Home office options, certain conditions

At a glance

Location: **Singapore (Singapore)**
Job ID: **HRC0662674**
Start date: **as soon as possible**
Entry level: **5+ years**
Type: **Full time**
Contract: **Permanent**

Apply to this position online by following the URL and entering the Job ID in our job search. Alternatively, you can also scan the QR code with your smartphone:

Job ID: **HRC0662674**
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Contact

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apply.; Part-time work possible (applicable for normal shift employees); On-site day-care center; Medical coverage; On-site social counselling and works doctor; Health promotion programs; On-site canteen; Private insurance offers; Paid sick leave according to law, personal accident & work injury insurance, long term illness leave; Retirement benefits, re-employment opportunities, employment assistance payment; Performance bonus; Provision of long haul transport for shift and shuttle services for office to defray transport costs

Why Us

Driving decarbonization and digitalization. Together.

Infineon designs, develops, manufactures, and markets a broad range of semiconductors and semiconductor-based solutions, focusing on key markets in the automotive, industrial, and consumer sectors. Its products range from standard components to special components for digital, analog, and mixed-signal applications to customer-specific solutions together with the appropriate software.

We are on a journey to create the best Infineon for everyone.

This means we embrace diversity and inclusion and welcome everyone for who they are. At Infineon, we offer a working environment characterized by trust, openness, respect and tolerance and are committed to give all applicants and employees equal opportunities. We base our recruiting decisions on the applicant 's experience and skills.

Please let your recruiter know if they need to pay special attention to something in order to enable your participation in the interview process.

[Click here](#) for more information about Diversity & Inclusion at Infineon.

