



## Job Vacancy

Closing On: 26<sup>th</sup> July 2021

# Procurement Specialist

Solenis is a leading global producer of specialty chemicals for water-intensive industries, including the pulp, paper, oil and gas, chemical processing, mining, biorefining, power and municipal markets. The company's product portfolio includes a broad array of process, functional and water treatment chemistries as well as state-of-the-art monitoring and control systems. These technologies are used by customers to improve operational efficiencies, enhance product quality, protect plant assets and minimize environmental impact. Headquartered in Wilmington, Delaware, the company has 41 manufacturing facilities strategically located around the globe and employs a team of approximately 5,200 professionals in 120 countries across five continents. For additional information about Solenis, please visit [www.solenis.com](http://www.solenis.com) | [Twitter](#) | [LinkedIn](#).

### Job Description

Working within Site Services reporting to the Stores Manager we are currently looking for candidates for the position of **Procurement Specialist**.

**Location:** Bradford

**Department:** Supply Chain

**Job Grade** – 13

### Duties & Responsibilities

- To maintain and manage the technical inventory on site in an efficient manner in accordance with all relevant procedures.
- Ensuring outline agreements for all stock items have correct pricing and incoterms.
- Liaise with suppliers to negotiate pricing and incoterms to align to the business requirements ensuring stores colleagues and internal business partners remain updated.
- Support the expediting of items to maintain operations of the site.
- Lead and monitor the management of stock items throughout the sourcing process; compiling vendor lists; negotiating pricing updates, payment and inco terms and lead times; liaising with the shared service center and ensuring SAP is up-to date at all times.

- Work with suppliers and the various SAP modules to purchase, goods receipt, goods issue, goods return [stock and engineering], cycle count, optimize and troubleshoot technical materials. Support and operate the stores processes and team to improve departmental performance.
- Work within EHS requirements ensuring safe working systems and practices are followed. Taking responsibility for personal actions and safety of others. Raising HAZ Id's, near misses and incidents to drive continuous health and safety improvements.
- Work individually and within your team to ensure high housekeeping standards are implemented and maintained throughout the department and site. Following the 5S and responsible care principles within the department.

## The Individual

- 3 GCSE passes or equivalent including English Language, Mathematics and at least Science subject.
- Significant experience with SAP Material, Inventory, Warehouse Management
- Significant experience liaising and negotiating with suppliers.
- Experience in importing and exporting.
- Intermediate level of computer literacy (Working knowledge of Microsoft products specifically Microsoft outlook, OneNote and Excel)
- Excellent verbal and written communication skills.
- Knowledge of mechanical engineering equipment
- Knowledge and capability to undertake manual handling tasks.
- Ad-Hoc travel to the Grimsby Solenis Site.

## Salary & Benefits

Solenis is proud to be an employer that gives equal consideration to all candidates without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran status or disability status.

At Solenis, we understand that our greatest asset is our people. That is why we offer competitive compensation, comprehensive benefits and numerous opportunities for professional growth and development. So, if you are interested in working for a world-class company and enjoy solving complex challenges, whether in the lab or the field, consider joining our team.

Apply here: [Application Form](#)



Job Reference: R0006244

