



<https://sme-graduates.co.uk/job/graduate-buyer/>

Graduate Buyer

Description

One thing you won't hear in this job is "we've always done it this way". In fact, you'll be encouraged to give your ideas for ways that things can be improved.

On a day-to-day basis you'll be doing research to find potential new suppliers, and inviting them to put a bid in to supply the services. Then comparing the bids to decide who to go with.

Cost is important, but it's not the only thing: if you get the cheapest option and it's late in being delivered, or breaks, then the customers will not be happy. So you need to consider various factors.

You'll also be reviewing supplier performance going forward, to make sure that everything continues to go well.

There will be problems to solve, and sometimes uncomfortable situations to handle; for example, if a supplier is not performing well and needs to be replaced.

As for what you'll be sourcing, it will largely be machines that control temperatures in factories, or that recycle plastic. Top of the range items. And also components that go into making them.

Don't worry if you don't know anything about the above- you are not expected to at this stage, and training is provided.

WHAT YOU'LL GET...

A starting salary of £25,000.

There will be plenty of ongoing training and development, and you'll be supported to get additional Purchasing qualifications (CIPS).

As for benefits, there are loads; ranging from financial advice, to bereavement support; smart health advice and support. And an extra days holiday for every 5 years worked (up to max 5 days); and 2 weeks extra holiday after 10 years- something to look forward to!

WHAT YOU'LL NEED...

Your degree should ideally have an element of Supply Chain, Buying, Procurement, or Purchasing. But other degrees (for example Business or Finance) will be considered if you are looking to begin a career in this area.

One thing that is essential is decent knowledge of Excel; you'll be using this to look at data, compare figures etc, so you'll need to be happy using it. And if you have any experience with Microsoft Dynamics that would be great, but no problem if not as training is provided.

Hiring organization

SME Graduate Employment

Industry

Purchasing

Job Location

Tamworth, Staffordshire

Base Salary

£ 25,000 - £ 25,000

Date posted

February 6, 2024

You'll also need to be happy contacting people; and, in time, with the negotiation side.

WHERE YOU'LL BE DOING IT...

The office is based in Tamworth, a town in Staffordshire; commutable from areas including north-east of Birmingham, Walsall, Lichfield, Nuneaton, and Burton. You'll ideally need to already be based within reasonable commuting distance, or easily able to relocate due to connections there.

WHAT YOU SHOULD DO NEXT...

If you fit the profile then please send your cv asap. Applications are being assessed as soon as they come in, so don't delay. If you are a good match we will then speak more about the role and business, and see how it may match what you are looking for