



Purchasing Supervisor

LYD Bali Group is currently seeking for a **Purchasing Supervisor**, who supervises the daily activities of the purchasing function. The activities such as review purchasing decisions, orders, and vendor contracts. Oversees the ordering of materials, supplies from vendors, and oversees most day to day operations.

What you will do in this position:

- Plans, prioritizes and communicates the daily work assignments for direct reports.
- Coordinates efforts with peers to improve overall team performance.- Ensures work is completed on time and done in a manner that meets expectations.
- Contacts suppliers to negotiate pricing, delivery, terms and conditions based on company requirements and specifications.
- Interacts with internal customers to provide expeditious customer service.
- Develops and implements sourcing strategies and negotiates contracts and supply agreements.
- Manages inventory levels to meet production requirements and financial budgets.
- Manages vendor contract stocking agreements with an annual review plan to qualify renewal.
- Assumes leadership role in managing key strategic supplier relationships.
- Establishes and maintains clear and effective purchasing policies and procedures.
- Facilitates cross functional meetings to resolve open issues as needed.
- Coordinate with workers for any request of stock (Tukang)

What you need to succeed in this position:

- Experience negotiating contracts with suppliers, subcontractors, and/or customers
- Excellent interpersonal skills in team oriented environment
- Ability to manage projects, to include ability to set goals and objectives and handle multiple priorities simultaneously
- Effective analytical, problem-solving and decision making skills
- Flexibility to work in an environment that is evolving and changing
- Excellent skills in English
- Be able to operate computer and Microsoft Office
- Accounting background preferred