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Purchasing Manager

Hiring organization
Lanka Talents Creations (Pvt) Ltd

Industry
Automotive Industry

Employment Type
Full-time

Job Location
Nugegoda

Description

We are seeking an experienced and results-driven Purchasing Manager to oversee procurement operations, develop effective purchasing strategies, and ensure cost-efficient sourcing within the automotive industry.

The ideal candidate should possess strong negotiation skills, supplier management expertise, and proven leadership capabilities to optimize purchasing processes and support business operations.

Responsibilities

- Lead and manage overall purchasing and procurement operations.
- Develop and implement effective purchasing strategies aligned with company objectives.
- Identify, evaluate, and manage suppliers to ensure quality and cost-effectiveness.
- Negotiate competitive prices, contracts, payment terms, and supplier agreements.
- Manage supplier quotations, purchase orders, procurement documentation, and deliveries.
- Monitor supplier performance, product quality, and delivery timelines.
- Identify cost-saving opportunities and improve procurement efficiency.
- Ensure timely availability of materials, products, and services.
- Maintain strong relationships with suppliers and internal stakeholders.
- Lead and develop the purchasing team to achieve departmental objectives.

Qualifications

- Bachelor’s Degree or Diploma in Procurement, Supply Chain Management, Logistics, Business Management, or a related field.
- Minimum **5 years of purchasing or procurement experience**, including at least **2 years in a managerial or supervisory role**.
- Strong negotiation, analytical, and decision-making skills.
- Excellent supplier management and communication skills.
- Good knowledge of MS Office applications, particularly Microsoft Excel.
- Experience with ERP systems or procurement management software will be an added advantage.
- Strong leadership, organizational, and problem-solving abilities.
- Ability to manage multiple priorities and work under pressure.
- Excellent planning, coordination, and time-management skills.

Contacts

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Apply Now! Send your CV to the email address above.