



Ozair Ltd



#JOB-2387891



Gala, 60 Parnell Street, Limerick, Co.

Limerick, V94 KF8F



No of positions : 1



Paid Position



39 hours per week



34000.00 Euro Annually



14/04/2025



12/05/2025

How to apply

Application Method :

Not available



Open your camera
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online



Buyers and Procurement Officers

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Buyers and procurement officers required to work at Ozair Limited based at Gala, 60 Parnell Street, Limerick, Limerick V94 KF8F. The ideal candidate will have at least 6 months of experience in a similar role, experience in retail and customer service being an advantage. Duties will include efficient purchasing and supply chain management, such as researching new product lines and suppliers while keeping up with market trends to select appropriate products and services for stock and resale; assess budgetary limitations and customer requirements to determine the quantity, type, range, and quality of goods or services to be procured, ensuring alignment with business goals; assess bids from suppliers, identify potential suppliers, and negotiate prices and contract terms to secure advantageous deals for the company; assist in negotiating contracts with suppliers and specify details of goods or services required, ensuring clarity and compliance with company standard; evaluate current supply networks to identify areas for improvement, and present innovative ideas to the senior management team to enhance efficiency; monitor the quality of incoming goods to ensure compliance with purchase orders, return unsatisfactory or faulty items, and manage performance metrics to meet company targets; supervise clerical, administrative, including overseeing recruitment and training initiatives to ensure a competent procurement team; collaborate closely with sales representatives to provide necessary information and support regarding products and orders, while creating and running reports on stock levels and sale performance; provide support to customers by addressing inquiries related to products or orders, ensuring a high level of customer service and satisfaction; maintain accurate records of procurement activities and prepare necessary reports to track performance and inform strategic decision-making. Salary: €34.000 per annum. Hours: 39 per week. Apply to Zubir koohestani at zubir.arefe@gmail.com.

- **Sector:** other service activities

Career Level

- Experienced [Non-Managerial]