



MARKHOR CLUB LIMITED



#JOB-2396700



19 Adamstown Way, Lucan, Co. Dublin, K78

D055



No of positions : 1



Paid Position



40 hours per week



38000.00 Euro Annually



17/06/2025



15/07/2025

## How to apply

### Application Method :

Not available



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app & point here  
to view this ad  
online



## International Sourcing & Procurement Coordinator (Fluent Urdu & Punjabi Speaker)

### 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

Job Overview:

We are seeking a detail-oriented and culturally fluent employee to travel from Ireland to Pakistan to manage wholesale sourcing, ordering, and production for our clothing business. The ideal candidate will be responsible for handling vendor relations, finalizing samples, placing and following up on orders, and ensuring timely and quality-driven production. Proficiency in Urdu and Punjabi is essential for effective communication with local suppliers and manufacturers. Familiarity with local areas, especially in Punjab, and a deep understanding of regional culture and business norms are strong advantages for this role.

- Travel regularly to the East including Pakistan and India to meet suppliers, manufacturers, and vendors.
- Review and finalize fabric and product samples according to company standards.
- Negotiate pricing, timelines, and quality expectations with suppliers.
- Coordinate and confirm production orders based on finalized samples.
- Oversee the production process to ensure adherence to quality, design, and delivery standards.
- Manage timelines to ensure all items are ready for shipment as per business needs.
- Build and maintain strong relationships with local business partners.
- Provide regular reports and updates to the Ireland-based team.
- Resolve any issues related to product quality, delays, or changes in orders.
- Utilize strong local knowledge of cities and regions in Punjab to navigate efficiently and build trust with partners.
- Fluency in Urdu and Punjabi (spoken and written).
- In-depth knowledge of local areas and culture, especially in Punjab.
- Strong understanding of clothing production and textile sourcing.
- Excellent negotiation and communication skills.
- Willingness and ability to travel frequently to Pakistan.

- Good organisational and time-management abilities.
- Previous experience in clothing/fashion sourcing is preferred.

- This vacancy is suitable for Remote/Blended working
- **Sector:** wholesale and retail trade; repair of motor vehicles and motorcycles

#### **Career Level**

- Experienced [Non-Managerial]