



Aidan Murphy Orthodontic



#JOB-2400414



2 Camden Place, Cork, Co. Cork, T23 YTD4



No of positions : 1



Paid Position



39 hours per week



34000.00 Euro Annually



02/07/2025



30/07/2025

How to apply

Application Method :

Not available



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Procurement Officer

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

Aidan Murphy Orthodontics is seeking a highly motivated Procurement Officer to join our team. The successful candidate will be responsible for planning, organising, directing, and coordinating the procurement of goods and services, ensuring compliance with company regulations and policies.

Key Responsibilities:

Plan and coordinate the acquisition of goods and services, ensuring effectiveness.

Negotiate contracts with suppliers and manage relationships with stakeholders.

Monitor and evaluate supplier performance, ensuring compliance with contractual terms.

Assess procurement needs and prepare relevant documentation.

Ensure adherence to statutory and environmental regulations.

Qualifications and Skills:

Must have a third level degree in Dentistry/Dental Science and more than 2 years of experience in the role (Required)

Proven experience in procurement or purchasing roles.

Strong negotiation and analytical skills.

Familiarity with Irish procurement regulations and best practices.

Excellent communication and organisational skills.

To apply, please submit your CV to Aidan at info@murphyorthodontics.ie.

Salary: From € 34,000.00 per Year

Schedule: Monday to Friday

Hours: Full-time, permanent, 39 hours per week

Location:

St Patrick's Bridge, 2 Camden Pl, Victorian Quarter, Cork, T23 YTD4

• **Sector:** administrative and support service activities

Career Level

- Experienced [Non-Managerial]