



KYTE POWERTECH IRELAND LIMITED



#JOB-2408071



KYTE POWERTECH, Dublin Road, Cavan,
Co. Cavan, H12 KV20



No of positions : 1



Paid Position



40 hours per week



40000.00-45000.00 Euro Annually



20/08/2025



17/09/2025

How to apply

Application Method :

Not available



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Sourcing and Procurement Specialist

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

The Sourcing and Procurement Specialist is responsible for identifying, evaluating, and managing suppliers to ensure cost-effective procurement of goods and services to the required delivery times and stock levels. This role involves negotiating contracts, optimizing supply chain operations, and ensuring compliance with company policies and industry regulations.

Key Responsibilities:

Sourcing & Supplier Management:

- Identify and evaluate potential suppliers based on cost, quality, service, and reliability.
- Develop and maintain strong relationships with key suppliers to ensure supply continuity.
- Conduct supplier performance reviews and implement corrective actions when needed.
- Research market trends and industry best practices to drive sourcing improvements.

Sourcing & Negotiation:

- Negotiate pricing, terms, and contracts with suppliers to achieve cost savings.
- Ensure all Sourcing activities align with budget and cost-saving initiatives.
- Manage sourcing documentation to ensure accuracy and compliance.

Inventory & Supply Chain Coordination:

- Work closely with internal teams (e.g., operations, procurement, logistics, finance) to ensure timely delivery of materials and services.
- Monitor inventory levels and work with suppliers to optimize stock availability.
- Address and resolve supply chain disruptions and risks proactively.

Compliance, Data & Reporting:

- Ensure all sourcing activities comply with company policies, legal requirements, and industry regulations.
- Prepare reports on supplier performance, cost savings, and procurement metrics.

- Maintain accurate sourcing records and contract databases.
- Assess supplier risks and develop mitigation strategies.
- Monitor supplier performance and address issues proactively.
- Track and report cost savings and sourcing efficiency improvements.

Qualifications & Skills:

The ideal candidate will have a proven track record of successful sourcing and supplier management and the ability to drive cost savings and build strong supplier relationships.

- Education: Bachelor's degree in Supply Chain Management, Business Administration, Procurement, or a related field.
- Experience: 2-4 years of experience in sourcing, procurement, or supply chain management.
- Technical Skills:
 - o Knowledge of procurement software (SAP, Oracle, Ariba, or similar).
 - o Understanding of supplier, contract management and supplier negotiations.
 - o Familiarity with global sourcing and supply chain best practices.
- Soft Skills:
 - o Strong negotiation and communication skills.
 - o Analytical and problem-solving abilities.
 - o Ability to work independently and in a team-oriented environment.
 - o Relationship builder.

Preferred Qualifications:

- Professional certifications (e.g., CPSM, CIPS, CPP).
- Experience in manufacturing.
- Familiarity with sustainability and ethical sourcing practices.

General:

- Be confident in dealing with technical terminology.
- Willing to understand the environment in which the materials are used
- **Sector:** manufacturing

Career Level

- o Experienced [Non-Managerial]