



Company Details Confidential



#JOB-2462823



MACE, Omeath Service Station,
Knocknagoran, Omeath, Co. Louth, A91 X2TF



No of positions : 1



Paid Position



39 hours per week



40000.00 Euro Annually



07/08/2026



04/09/2026

How to apply

Application Method :

Not available



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online



Procurement and Supply Chain 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

Job Title: Procurement and Supply Chain Specialist

Employer: SR Convenience Limited

Location: Mace, Silverstream Service Station, Knocknagoran, Omeath, County Louth, A91 X2TF, Ireland

Job Type: Full-time, Contract-Based

Hours: 39 hours per week

Number of Positions: 1

Salary: €40,000 per annum / €769.23 per week / €19.72 per hour

Job Description

SR Convenience Limited is seeking to recruit an experienced and organised Procurement and Supply Chain Specialist to manage procurement activities, supplier relationships, stock availability, and the efficient movement of goods within its busy retail and food-service operation.

The successful candidate will be responsible for sourcing products and supplies, negotiating with suppliers, monitoring inventory levels, coordinating deliveries, controlling purchasing costs, and ensuring that the business maintains a reliable and cost-effective supply chain.

Key Duties and Responsibilities

Managing the procurement of food products, beverages, retail goods, packaging, equipment, and operational supplies.

Identifying, evaluating, and selecting suitable suppliers based on quality, price, reliability, and delivery performance.

Negotiating prices, payment terms, supply agreements, and delivery schedules with suppliers.

Maintaining accurate supplier, product, pricing, delivery, and stock-control information within company systems.

Supporting stock counts, inventory audits, and reconciliation of received goods against purchase orders and invoices.

Preparing procurement, inventory, cost, and supplier-performance reports for management.

Working closely with finance and management teams to monitor purchasing expenditure and support business targets.

Managing in-store procurement and inventory systems and acting as the main point of contact for supply-related issues.

Candidate Requirements

Bachelor's or Master's degree in Supply Chain Management, Procurement, Logistics, Business, Commerce, Operations Management, or a related discipline, with a minimum Level 7 qualification.

Minimum one year of relevant experience in procurement, purchasing, inventory management, logistics, retail supply-chain operations, or a related role.

Good knowledge of procurement procedures, supplier management, stock control, and supply-chain coordination.

Strong negotiation, communication, organizational, and analytical skills.

Ability to manage multiple suppliers, orders, deliveries, and deadlines effectively.

Strong problem-solving skills and attention to detail.

Ability to work effectively in a fast-paced retail and food-service environment.

Experience using procurement, inventory-management, point-of-sale, or reporting systems is an advantage.

- **Sector:** wholesale and retail trade; repair of motor vehicles and motorcycles

Career Level

- Experienced [Non-Managerial]

Candidate Requirements

(Essential)

- **Minimum Experienced Required (Years):** 2
- **Minimum Qualification:** Level 7 (incl Diploma & Ordinary Bachelor Degree)

(Desirable)

- **Ability Skills:** Communications, Customer Service, Hospitality, Skilled Trade(s)
- **Competency Skills:** Flexibility, Management, Teamwork, Time Management