



SLK MANAGEMENT SERVICES LIMITED



#JOB-2462969



THE NEST, 107-109 Upr Salthill, Galway, Co.

Galway, H91 R868



No of positions : 1



Paid Position



40 hours per week



37544.00 Euro Annually



07/08/2026



04/09/2026

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

Job Title: Procurement Officer

Company Name: Slk Management Services Limited T/a The Nest

Location: 107-109 Upper Salthill, Galway, H91 R868

Job Description:

We are seeking a Procurement Officer to join our team and manage the company's procurement activities, ensuring strategic purchasing processes, commercial negotiations and supplier development.

Main Responsibilities

Develop and implement procurement strategies aligned with the company's objectives.

Identify, evaluate and select qualified suppliers, ensuring competitive and efficient procurement solutions.

Develop and manage strategic sourcing and procurement processes for the acquisition of products, equipment, maintenance materials and services required for the company's real estate management operations.

Negotiate prices, contracts and commercial terms, ensuring the best value for money for the company.

Evaluate commercial proposals and carry out comparative analyses to support strategic purchasing decisions.

Develop and maintain strong commercial relationships with suppliers, promoting long-term partnerships.

Identify opportunities for cost optimisation, continuous improvement and increased efficiency in procurement processes.

Ensure procurement activities comply with the company's internal policies and procedures.

Prepare procurement analyses, reports and performance indicators to support management decision-making.

Support procurement activities related to property management operations, including supplier coordination and operational requirements.

Requirements

Previous experience in Procurement, Strategic Sourcing or Purchasing.

Excellent organisational, communication and negotiation skills.

Analytical, proactive and results-oriented approach.

Salary and Conditions:

Annual Salary: €37,544

Hourly Rate: €18.05

Working Hours: 40 hours per week

Start Date: 13/11/2026

If you're interested in starting or growing your career in procurement, please apply with your most recent CV to: keith@thenestaccommodation.com

Contact Name: Keith Kissane

- **Sector:** accommodation and food service activities

Career Level

- Experienced [Non-Managerial]