

Hayleys Group is amongst Sri Lanka's largest, and most respected diversified conglomerates with a turnover in excess of USD 1 Billion. To explore the World of Hayleys, visit us at: www.hayleys.com.

CONSTRUCTION AND ENGINEERING

Construction and Engineering Sector, a part of the Hayleys Group, is leading the Construction Industry with over a decade of experience. A team of dedicated professionals possessing a wealth of expertise in the construction arena, spearhead the company to meet a diverse range of demands. The core of the company's operations revolves around innovation, assured quality, and service, to provide hassle-free, end-to-end construction solutions for clients local and overseas.

S&T Interiors

S&T Interiors, a joint venture between Hayleys Group and Services & Trade Company LLC (Oman), specializes in turnkey interior contracts, joinery, soft furnishing, and furniture manufacturing for five-star hotels and large commercial project.

ASSISTANT MANAGER - PROCUREMENT

Job Responsibilities:

- Identify and evaluate suppliers for materials, furniture and fixtures. Conduct market research and supplier evaluations to identify potential partners for materials, furniture, and fixtures procurement.
- Establish and maintain strong relationships with suppliers to ensure timely delivery and quality products. Foster open communication channels with suppliers to address issues promptly and foster continuous improvement.
- Negotiate price, terms, and contracts with suppliers to achieve cost savings while maintaining quality standards. Utilize negotiation tactics and strategies to achieve favorable pricing, terms, and contracts with suppliers. Ensure that contracts are comprehensive, legally sound, and align with organizational goals and standards.
- Collaborate with Clients, Designers and Project Team to understand project requirements and material specifications. Participate in project planning meetings to provide procurement insights and support the development of material specifications.
- Coordinate the Procurement Team with Project Operation Team to address any procurement-related challenges and ensure alignment with project timelines and objectives.
- Source and select materials, furnishings, and fixtures that align with design concepts, budget constraints, and project timelines.
- Monitor and control project procurement costs to stay within budget constraints. Implement cost-saving initiatives such as bulk purchasing, supplier consolidation, and value engineering to optimize procurement expenses.

Candidate Profile:

- Relevant Degree or equivalent professional qualification with engineering background.
- Minimum 7 Years experience in procurement (Experience in Construction/Interior works is an added advantage)
- Excellent resource, planning, and time management skills.
- Strong negotiation skills and the ability to build and maintain supplier relationships.
- Proficiency in procurement softwares (SAP) and Microsoft Office Suite.
- Highest degree of integrity.

If you think you have what it takes to be successful in this challenging role, please click on "**Apply Now**". Pay and benefits of this above position will be competitive and the rewards are performance driven.

Hayleys is an Equal Opportunity Employer.

