

Position: PURCHASING STAFF (2)

Qualifications:

- Bachelor's degree in Business Administration, Supply Chain Management, or a related field.
- 1-3 years of experience in purchasing, procurement, or a similar role.
- Strong negotiation and communication skills.
- Proficiency in Microsoft Office Application (Excel, Word, Outlook).
- Excellent analytical and problem-solving skills
- Attention to detail and accuracy.
- Ability to work under pressure and meet deadlines.
- Assist with day –to-day purchasing task, such as placing orders and tracking delivery.
- Can start immediately
- Newly graduates are welcome to apply