



Curas Ltd is a British company with representative office in Penang, Malaysia. Curas is emerging as a new medical device brand in the world. In line with our expansion plan and to support our worldwide operations; we are seeking capable and dedicated individuals to join our dynamic organization for an exciting career in the below position. We offer challenging and supportive working environment with opportunities for career development.

Sourcing Officer (2 positions)

Responsibilities

- To source, negotiate, select and liaise with suppliers of products/medical devices and promotional materials from Asia
- Manage and handle product management and sourcing tasks of assigned products, including packaging requirement
- Meet and achieve required targeted price, product quality, packing and packaging needs
- Identify and deliver continuous savings through effective communication with suppliers
- Work with suppliers to ensure supply delivery consistency and in meeting product specification
- Ensure compliance with company purchasing policies
- Sample stock management including reviewing market/competitors' samples
- Coordinate deliveries with logistic department and product quality with QA department.
- Maintain long-term supplier partnership

Requirements

- Degree in Business Administration, Purchasing, Marketing, Commerce or related field
- At least 2 years working experience, preferably in purchasing, procurement, supply chain, marketing, customer service or administration.
- Knowledge in purchasing, marketing and/or product management.
- Good communication skill in both written and verbal Mandarin and English.
- Result oriented, energetic, proactive and able to work independently
- Multi-tasking, systematic and ability to work with minimum supervision
- Some understanding of ISO9001 and EN ISO13485 preferred
- Good interpersonal skill and ability to interact with people of all levels in the company and externally with suppliers
- Computer literacy in Microsoft Office application
- Age below 35

Salary will commensurate with your qualification and experience. Basic training will be provided to the right candidate. Qualified and interested candidates are invited to apply via e-mail to hr@curas.com . Please include your resume and state your expected salary. Only short-listed candidates will be notified.

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