



People Connectivity

Procurement Manager

KEY RESPONSIBILITIES:

The Regional Procurement Manager is responsible for organizing the procurement activities for the South Region (with the base in Iecava).

DUTIES AND RESPONSIBILITIES:

- To work closely with the Supplier and the Subcontractor Procurement Director to implement the procurement strategies and processes defined by the General Management Team.
- To identify sourcing opportunities, assess regional supplier capabilities, and optimize procurement processes to maximize efficiency and value for money.
- To participate in the development of the overall procurement schedule for the Project and propose the best procurement strategies for the procurement packages that have been identified as “to be dealt with at the Regional Management Team level and the Section level”.
- To define the regional procurement organization to deliver the works and provide direct line management for the buyers that will be either allocated to a Section or several Sections where relevant.
- To participate in the development and implementation of supply chain risk registers that proactively mitigate risks to minimize disruptions and ensure continuity of project delivery.
- To participate in operational procurement activities.
- To manage contract administration and evaluation of the Subcontractor for “regional” contracts and local contracts.

REQUIREMENTS:

- Degree in Engineering, preferably construction.
- High level of English, both spoken and written (at least B2 level), fluent in Latvian.
- 5 years of experience working as procurement manager in the construction field.
- Attention to details is a must.
- Very good analytical capability.
- Ethical behavior at work.
- Ability to commit deadlines to attend the Project objectives.
- Ability to adapt to the different stages of the Project and eventual changes to the plan.
- Must have strong project & team management skills.
- Ability to handle multiple tasks at the same time.

WE OFFER:

- Opportunity to gain professional experience in an international company.
- Monthly salary starting from EUR 3500.00 gross (based on experience and competences).
- Opportunities for professional development and career growth.
- Great working environment and support in the work process.
- Workplace at Iecava South Regional Management Team.
- Health insurance from the first working day.
- Corporate and social events.
- Long-term stability.