



PURCHASING EXECUTIVE

Responsibilities:

- Responsible for processing Purchase Requisition and maintain Indirect / Direct material stock, including purchasing and forecasting the correct quantities to support production.
- Negotiate with supplier to obtain the best offer on pricing, payment terms, delivery schedule and services.
- Sourcing for more reliable and alternate potential supplier.

Requirements:

- Degree in Business Administration / Purchasing Management or any other related discipline.
- 1 - 2 years experience in similar job responsibilities in semiconductor industry as an advantage
- Equip with knowledge in inventory control and negotiation skill in term of price, quality, delivery and support.

Interested applicants are invited to write-in / email with a comprehensive resume to:

HUMAN RESOURCE DEPARTMENT

UNISEM (M) BERHAD

No 1, Persiaran Pulau Jaya 9,

Kawasan Perindustrian Pulau Jaya,

31300 Ipoh Perak.

Telephone No. : +605-3572800

Email : recruiting@unisemgroup.com