



Camera di Commercio Italiana in Cina

中国意大利商会

China-Italy Chamber of Commerce

China-Italy Chamber of Commerce  
Career Day 2020

Job Description

Position: Procurement Specialist

**Job Description (100 words):**

Execution of RFQ/PO following company's policy and process, preparation of purchasing plan based on project needs, arrangement of clarification meeting with supplier and technical review on supplier's proposal, contract negotiation, preparation of comparison table and vendor selection for approval, release and follow-up PO effectively.

Supplier management, including supplier information maintaining, supplier performance assessment and improvement, supplier quality monitoring and etc.

Post PO management according to project needs, coordinate and resolve vendor related issues timely including payment, schedule, inspection arrangement after equipment arrival at Site/Factory.

Support Compressor/ASU sourcing, including potential supplier identification, coordination with internal stakeholders to organize qualification audit, maintaining qualified supplier list, etc.

Job location: Hangzhou

Type of job (full-time, part-time, internship): Full-time

Required experience: More than three years

Starting date: June 1st, 2020

Salary (if indicated):

**Candidates' requirements (100 words)**

**Education:** Bachelor degree with engineering background.

**Work Experience:** More than three years procurement experience in equipment manufacturing /automotive industry/ ASU project.

**Capability:** Strong communication, understanding, planning, execution ability, and can continue to learn and grow.

**Personnel:** Collaborative team player, Cross culture understanding, organizing and coordinating ability.

**Language:** Good at English listening, speaking and writing

**IT Skill:** Practice with Excel, Word, ERP system INFOR LN preferred



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**Company Information**

Company Name: **SIAD Engineering (Hangzhou) Co., Ltd.**

**Company Description (100 words):**

**SIAD Engineering(Hangzhou) Co.,Ltd., established in 2012, is SIAD Macchine Impianti S.p.A 's first and sole subsidiary in China supplying Chinese customers Air Separation Units under the trademark "SIAD" for the China market and in support of SIAD Macchine Impianti's global business. SIAD Engineering (Hangzhou) intends to engineer and manufacture a full line of air separation and related systems for the China market, enabling SIAD to provide its advanced technology and quality to the China market at Chinese costs and pricing.**

**SIAD Macchine Impianti is a leader in the designing, manufacturing and installation, throughout the world, of Air Separation Units for manufacturing industrial gases, Nitrogen Generation packages - membrane and PSA type, LNG Liquefaction plant, Compressors for compressing all types of gas and Instrument Air packages. The company supplies the Refinery, Petrochemical, Chemical, Energy, Food and Beverage and Industrial Gases industries.**