

Procurement Manager

Located in Liège, a technological hotbed, AMOS is a company specialized in the development of ultra-high opto-mechanical systems, mostly dedicated to space industry and professional astronomy.

Since 1983, AMOS has been a recognized player around the world. AMOS works with prestigious international clients and partners. More than 100 passionate employees put their expertise at the service of the development of innovative solutions, while respecting the values of the company:

- » **Innovation:** Research and development are at the very heart of our company, guaranteeing solutions with the highest added value. Thanks to a strategy that combines innovation and optimization of economic resources, we are able to consolidate our leading position while ensuring a sustainable future.
- » **Excellence:** Our passion for excellence is reflected in everything we do. We are committed to delivering exceptional results and always aiming higher. We take pride in our work and make a point of exceeding the standards of our field of expertise.
- » **Cooperation:** Our corporate culture is based on collaboration. We value everyone's contributions and firmly believe that teamwork is the key to our success. By cultivating an environment of respect, we strengthen our bonds and achieve our goals together.

In order to strengthen its teams, AMOS is looking for a **Procurement Manager** (H/F), the position is mainly based in Liège, although it will require occasional travel to Mont-Saint-Guibert.

Main responsibilities

- Your main mission is to ensure the proper operation of AMOS procurement & Supply Chain.
- You will work in close collaboration with AMOS current Purchase Director who will coach you to gradually take over the responsibility of AMOS Procurement.
- You will oversee procurement of AMOS and will thus be involved in discussion/negotiation with suppliers and internal stakeholder (Engineering, Production, Finance, ...) with the ultimate objective to deliver goods and services on time, with the right quality & at the right cost.
- You will also, in close coordination with the Head of Supply Chain & Procurement of AEROSPACELAB, determine and adapt the Purchasing Strategy of the company, determine the recurrent needs and optimize the purchase contracts based on internal inputs and suppliers operational performance.

- Finally, you will also help develop & enforce, Purchasing procedure, supplier management policy and internal processes (AMOS is ISO9001).

Aspects of the function

- You have a direct communication with national and international suppliers to ensure the PO are delivered in time and quality.
- Capitalizing on your experience, you ensure transversal Purchasing good practices and rules
- You organize purchase by defining purchase categories, product categories & supplier classification
- You ensure the selection of the supplier; you handle price & planning negotiation with suppliers and internal stakeholders (technical departments & project managers)
- When possible, you set-up frame agreements, long terms agreements with suppliers
- You have an end-to-end approach:
 - Validation of need with customers
 - Formal RFQ process to assess cost, planning & risk
 - PO/contract issue
 - Order & supplier follow-up
 - Involvement in the receipt and invoicing process
- You regularly perform analysis of your complete portfolio:
 - ›› To identify risks & opportunities and make decisions.
 - ›› To size safety stock
 - ›› To identify procurement risks
- You perform-up supplier audit:
 - ›› Financial & background check
 - ›› Workload/Capacity check
- You perform an active market watch to identify new suppliers

Requirements

- You have a technical, economic, commercial or management degree, or equivalent experience, and solid experience in purchasing and procurement.
- You have more than 5 years' proven experience in a purchasing or supply-related position.
- An outstanding negotiator, you will successfully build supplier partnerships and monitor existing collaborations.
- You are curious, autonomous and solutions-oriented
- You are fluent in English and French, which will be your 2 negotiating languages as our suppliers are international.
- You have a good knowledge of ERP, ideally Odoo
- You are flexible and available for short-term assignments in Belgium or abroad.

Soft skills: Autonomous / Rigorous/ Proactive/ Flexible / Result-oriented

Our offer

- › In addition to a permanent contract with a full salary package, AMOS is above all about space, an exciting business sector at the forefront of technology, where your position as buyer will have a real impact on the group's growth.
- › You will be part of a friendly, human-sized team, where the working atmosphere is genuinely taken into account, and where contact with management remains accessible.
- › You will work in a technological environment located in a green setting in the heart of the Sart-Tilman science park.
- › Involved in 2 structures: AMOS and AEROSPACELAB, the scope of your position will enable you to play an impactful role.
- › AMOS also offers many opportunities for learning and development.

Willing to take on this challenge?

Send your application to jobs@amos.be, with the reference « Procurement ».

