



WE ARE HIRING

Sourcing Officer

Key Responsibilities

- Manage vendors & suppliers to meet goals.
- Research & source local & off-shore product vendor.
- Meet with vendors to discuss and confirm all inquiries.
- Track contract renewals, extensions & modifications.
- Ensure all vendors provide proper work authorizations.
- Perform quality control checks on goods.
- Maintain and update vendor files and documents.

Requirements

- Experience: 2-3 years relevant experience
- Qualification: Bachelor's/ Master's Degree
- Gender: Male
- Salary: Market Competitive

APPLY NOW

LOCATION

Head Office , Lahore

