



YOUR INTEGRATED MANUFACTURING PARTNER

JOB DESCRIPTION

ESCATEC ELECTRONICS SDN BHD

Job Title	Corporate Commodity Executive	Dept	Corp Procurement
Report to	Corporate Commodity Manager	Date	27-May-2022
Subordinates	N/A	Prepared By	Lim Pei Fern

JOB OUTLINES

Job Description :

Commodity Management

- Subject matter expert for specific commodity.
- Collaborate with commodity manager to develop commodity strategy and lead the execution effectively.
- Monitor supply market constantly and act proactively.

Supply Management

- Supply allocation based on TCO, availability and quality.
- Act as escalation window for SCM to expedite critical shortage parts to prevent company revenue shortfall.

Supplier Management

- Responsible for suppliers' pool list.
- Lead supplier evaluation and drive supplier performance.
- Lead supplier selection and supplier development.
- Participate new supplier qualification.

Cost Management

- RFQ execution.
- Negotiate commercial term.
- Identify opportunities of TCO reduction and lead the execution.
- Regular cost benchmarking.

Contract Management

- Negotiate commercial contract.
- Renew commercial contract.

Others

- Collaborate with quoting team on supply portfolio.
- Co-operate with procurement engineer on alternative proposal.
- Handshake with quote team for projects turn from NPI to MP.

Job Requirement :

Personal Attribute

- Integrity.
- Responsible.
- Flexible and creative.

Experience

- Minimum 3 years working experience in procurement/purchasing function in a Contract Manufacturing or related industry.
- Knowledge in the related commodity supply market and sources.
- Possess commercial negotiation skill is preferred.

Academic

- Bachelor's degree in any discipline.

Key Result Area (KRA) :

1. Cost Saving Negotiated
2. Cost Saving Realized
3. Contract Management
4. Internal customer satisfaction

Authorities/Decisions:

1. Commercial negotiation
2. Supply allocation among approved vendors list
3. Final quote
4. Commercial supplier performance rating

Approved by:	Acknowledged by:
Name: Position : Signature:	Name: Position : Signature:

Originally signed document to be filed in the personnel file.