



Company Description

Magna International Inc. is a leading global automotive supplier dedicated to delivering new mobility solutions and technology that will change the world. Our products can be found on most vehicles today and come from 340 manufacturing operations and 90 product development, engineering, and sales centers in 28 countries. We have over 161,000 employees focused on delivering superior value to our customers through innovative processes and world-class manufacturing.

Magna Mirrors South-East Europe, a division of Magna Mechatronics, Mirrors & Lighting - leading supplier of innovative closure systems, modules and exterior and interior mirror systems, is opening the following position for the new Magna Mirrors factory located in Ohrid/Struga region:

SENIOR BUYER

Key Responsibilities

- Develops and executes effective bidding, negotiation, and pricing strategies in a manner that meets the budgets, policies, ethical standards and audit requirements of the company
- Prepares RFQ/Bid packages for diverse commodities including raw materials and indirect materials
- Consults with internal team in reviewing scope of work for RFQ process, supplier quote proposal and recommend supplier of choice based on quote analysis
- Supports on time delivery to help timely program completion, and help maximize the division profits
- Continually work to identify cost saving opportunities and strive to achieve cost saving targets assigned by Management
- Conducts activities in ERP System and other Information Systems to support purchasing
- Establishes solid multiple sources to ensure continuous supply and availability of purchased components and directed-buy components to satisfy the need of all departments in the organization
- Ensures successful and timely implementation of approved engineering changes of all commercial issues with suppliers
- Ensures ERP pricing modules have been maintained accurately and accordingly

- Prepares, negotiates and executes all contracts according to the company policies and procedures, and in accordance with government regulations
- Exercises sample expertise and flexibility to procure all emergency requirements in cooperation with requisitioning departments and other supporting segments in the organization to ensure project completion
- Communicates effectively with all requisitioning departments, and arranges for proper and accurate information exchanges between originator and suppliers
- Ensures that all applicable taxes exemptions are claimed to the advantage of the company
- Reconciles variances between Purchase Orders and Invoices (Price, Quantity, Inco terms, Terms of Payment)
- Ensures purchase orders are entered in a timely manner
- Supports with supplier audits of applicable suppliers as required
- Maintains supplier files, purchase prices, price fluctuations and quality records
- Resolves material claims with suppliers
- Preparation of reports regarding supply base conditions and costs
- Support the process of development and maintaining an appropriate departmental budget and ensure the operation of the department within budget.
- Planning of budget and savings
- Follows and complies with all Operational Procedures and Policies (i.e. TS16949, ISO14001)
- Performs other duties as required

Key Qualifications / Requirements

- Technical/business economics education (bachelor's degree or equivalent)
- Minimum 3-5 years purchasing experience in automotive industry
- Valid driver license
- Ability to navigate ERP software (SAP)
- Understanding of manufacturing processes for commodity being purchased
- Good English communication skills (both written and verbal)
- Good interpersonal and effective organizational skills
- Negotiations skills
- Capable of working with minimal supervision
- Ability to work under pressure
- Team player and readiness for traveling

Forward. For all.

Place of Work: TIRZ Ohrid/Struga

Application deadline: 20.11.2023

If you are interested to join our team and have the required knowledge and skills, please send your application (CV and Cover Letter) on English language with subject line "Senior Buyer" to the following e-mail address: job.mk@magna.com