

Center for Career Planning & Placement (CCPP)

Graduate Placement Services (GPS)

JOB VACANCY FORM[©]

IMPORTANT: The information presented in this document can be shared only internally at UAE University!

Job Reference No.: JV313

Company Name: Petrofac Emirates

Company Type: Semi-Government



Job Position/Title:	Buyer	Academic Major:	Supply Chain Management or Business Administration
Salary Range:	Around 30,000 AED	Years of Experience:	Fresh Graduate
Job Location:	Abu Dhabi	Job Type:	Full-time
Nationality:	UAE Nationals	Gender:	Both
Job Description:	Perform procurement activities within established purchasing procedures by receiving requests, talking to vendors, examining price suitability, comparing specifications and receiving alternative bids to fulfill affirmative action, value analysis and other objectives. Maintain records on vendor service levels, buying turns and evaluate vendor efficiency. Procurement of goods and services of the required quality at the lowest cost in accordance with the project requirements and within the scheduled limits. The procurement activities performed within the established Procurement Procedures		
Minimum Qualifications:	• Bachelor Degree. • Computer skills, English language • IELTS Preferred- Band 5.5		
No. of Positions Required:	1		
Job Close Date:	30-March, 2013		

To Apply, UAEU Graduates/Alumni should send their CVs to:

Careers.auh@petrofacemirates.ae

And

JN@uae.ac.ae

Please mention "UAE University: Full Name" & "Job Reference No.: JV313" in your email Subject in case we lost your information during filing. Only doc/PDF/Zip files are acceptable.

