

Center for Career Placement & Alumni
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.: JV425

Company Name: Tejari

Company Type: Private

Tejari[®]

Job Position/Title:	E-Sourcing Analyst	Academic Major:	Supply Chain Management & Logistics
Salary Range:	7,300 AED	Years of Experience:	0 to 2 years' experience
Job Location:	Abu Dhabi	Job Type:	Full-time
Nationality:	Any Nationality	Gender:	Both
Job Description:	• Develop excellent client relationships. • Present Tejari offering through various different media, to include for example PowerPoint presentations. • Deliver consultancy to Tejari's client base. • Demonstrate first class communication skills, both verbal and written, and offer persuasive and convincing business case arguments at all times. • Support the client through full implementation of Tejari offering, being ready to give advice and support at every stage. • Document your progress with each client at every stage of the sales and delivery process. • Continuously strive to 'up sell' clients to increase their usage of Tejari's services. • Demonstrate knowledge of Tejari's services • Be prepared to travel on regular basis.		
Minimum Qualifications:	• Bachelor degree • Using eSourcing tools, managing complex eSourcing projects, planning & managing complex eAuctions • Using Supplier Management tools, setting up and managing KPI's, scorecards and surveys etc • Using Contract Management tools, templates / clause vaults, collaboration, repositories, notifications, reporting etc • eSourcing / Category Management would be beneficial • Self starter, able to work independently and manage multiple priorities • Excellent communication and interpersonal skills • Fluent in both English & Arabic		
No. of Positions Required:	2		
Job Close Date:	14/11/2013		

To Apply, UAEU Graduates/Alumni should send their CVs to:
cristina.cimpoi@tejari.com

